



SFX UPK Enrollment 2017-2018 Information

The pre-K application period for the 2017-2018 school year will be open between **January 17 and February 24, 2017**. All applications received by the DOE in this time frame are given the same priority. You can apply any time within these dates. All families that reside in NYC with children born in 2013 are eligible to apply to our pre-K program.

Families may complete the Pre-K application in one of three ways:

- Online at nyc.gov/prek.
- Over the phone by calling [718-935-2067](tel:718-935-2067).
- In person, at a [Family Welcome Center](#).

Please be sure to list St. Francis Xavier (site ID XADO) as your first choice. Offer letters will be sent to you by late April, 2017.

Frequently asked questions regarding the application/registration process...

What information will I need to complete my pre-K application?

1. A valid email address.
2. Your child's name and date of birth.
3. Your name, address, phone number and email address.
4. Name, date of birth, and grade siblings who will be enrolled at St. Francis Xavier (if applicable)
5. Other programs choices you may want to list on your application (up to 12.)

How does ranking program choices affect my program offer?

- You will get an offer to your highest ranked program that you have an admissions priority for. If you can be matched to more than one of your program choices based on your priority level, you will receive an offer to whichever program was ranked higher on your application.
- Listing more programs on your application will not decrease your chances of receiving an offer to your first choice program.

What should I expect after submitting my application?

- All families that submit an application by the deadline will get an offer letter from the NYC Department of Education by late April, 2017.
- To accept your offer, you must pre-register in person at the St. Francis Xavier UPK Office during the specified pre-registration period.
- Documents to bring for registration:
 1. Proof of Birth: Your child's birth certificate, baptism certificate or current passport
 2. Proof of NYC residency: See [acceptable list](#).
 3. Your child's social security card
 4. A small photo that will be kept in your child's file.
 5. The completed application packet (if you already received one)