



VPK SUMMER APPLICATION PACKAGE CHECKLIST

AWI-VPK Form 10 Statewide Provider Registration Application

If you are not a current VPK Provider.

- Copy of Director Credential
- Copy of Gold Seal Certificate (if applicable)
- Copy of DCF license
- Copy of accrediting certificate (if not licensed)
- Copy of Level 2 Screening for director

AWI-VPK Form 11A

You must include the following for each credentialed VPK Instructor:

- Copy of one (1) of the following credentials:
 - A Bachelor's Degree or higher in early childhood education, prekindergarten or primary education, preschool education, or family and consumer science; or
 - A Bachelor's Degree in elementary education, if the pre-k instructor has been certified to teach children any age from birth through 6th grade, with a Florida Educator's Certificate, regardless whether the certificate is current or not, and has not had this educator certificate suspended or revoked.
 - A valid (current) Florida Educator Certificate

Please note that a teaching degree from another country must be evaluated and translated by an accredited organization and submitted to DCF for approval.

- Copy of Florida Department of Law Enforcement (FDLE) Criminal Background screening completed in the past 5 years.
- Copy of Federal Bureau of Investigation (FBI) Criminal Background check completed within the last 5 years.
- Copy of Affidavit of Good Moral Character

Please note class size may not exceed 12 students during the summer.

AWI-VPK Form 11B

No additional documentation needed.

If you are not a current VPK Provider, you must also provide:

AWI-VPK Form 20 Statewide Provider Agreement

No additional documentation needed.

VPK Notification Guidelines - Attachment A

No additional documentation needed.