

Appendix F: Waiver Increase/Decrease in Enrollment Request Form
To be completed by First Class Pre-K Site Director and submitted to the Regional Director.

Please complete a form for each child you are requesting a waiver for.

Name of Class: _____ County: _____

First Class Pre-K Coach: _____

First Class Pre-K Monitor: _____

Lead Teacher: _____

Email: _____

Person Submitting Request: _____

Contact Number: _____ Date Submitted: _____

Request to **INCREASE** class size from _____ to _____ *(Head Start Programs only!)*

Classroom square footage: _____

Playground square footage: _____

Comments: _____

Request to **DECREASE** class size from _____ to _____

Explain reasoning. Describe specific examples why an increase/decrease in enrollment should be considered.

Waiver Request Approved Denied

Date: _____

Regional Director Signature: _____

