

Dear Parents,

An amendment adopted by the State of Illinois Licensing Standards for Day Care Centers now mandates that childcare centers require a parent or legal guardian to submit a certified copy of their child's birth certificate to our school.

Pursuant to this policy, we must have a **certified copy of your child's birth certificate** or other reliable proof of identity and age for every student in the infant-toddler community. If the birth certificate is not available, you can submit a passport, visa or other governmental documentation and an affidavit or notarized letter explaining your inability to produce a certified copy of the birth certificate.

This standard requires that we receive your child's birth certificate within the first week of attendance. Please present your child's documentation to the Seton office, in order to complete enrollment. **A photocopy will be made immediately and your original will be returned to you.**

Thank you in advance for your cooperation and compliance with this requirement.

Sincerely,



Elena Pappas Bordoshuk  
Director of Admissions