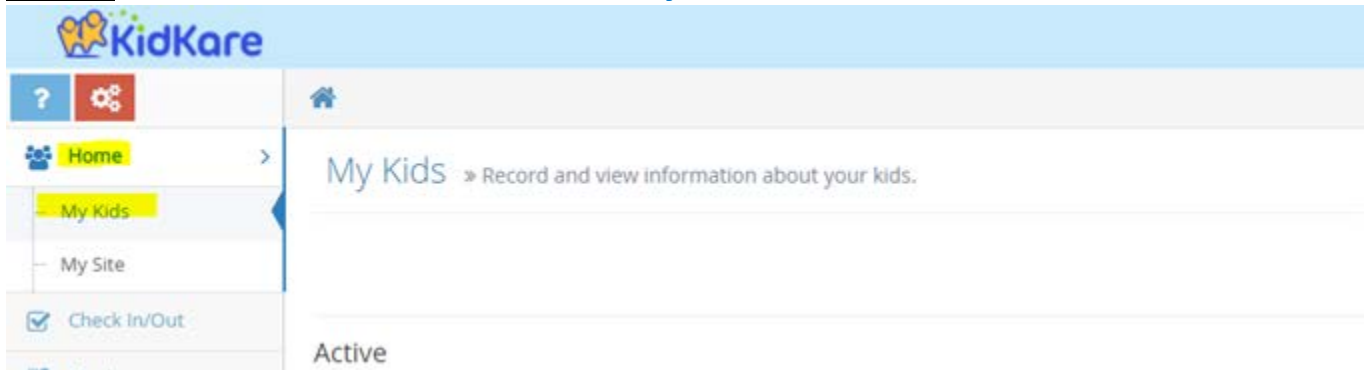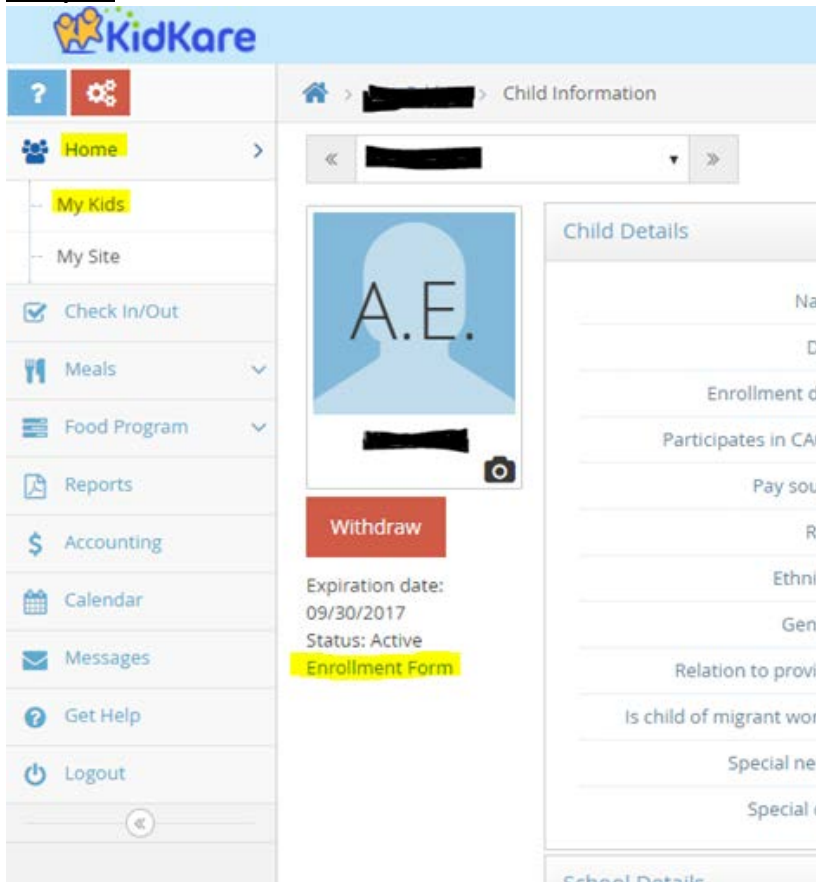# Printing Child Enrollment Forms Using KIDKARE

Below is how to print out the child enrollment forms using KIDKARE.
Less time and writing for you! ☺
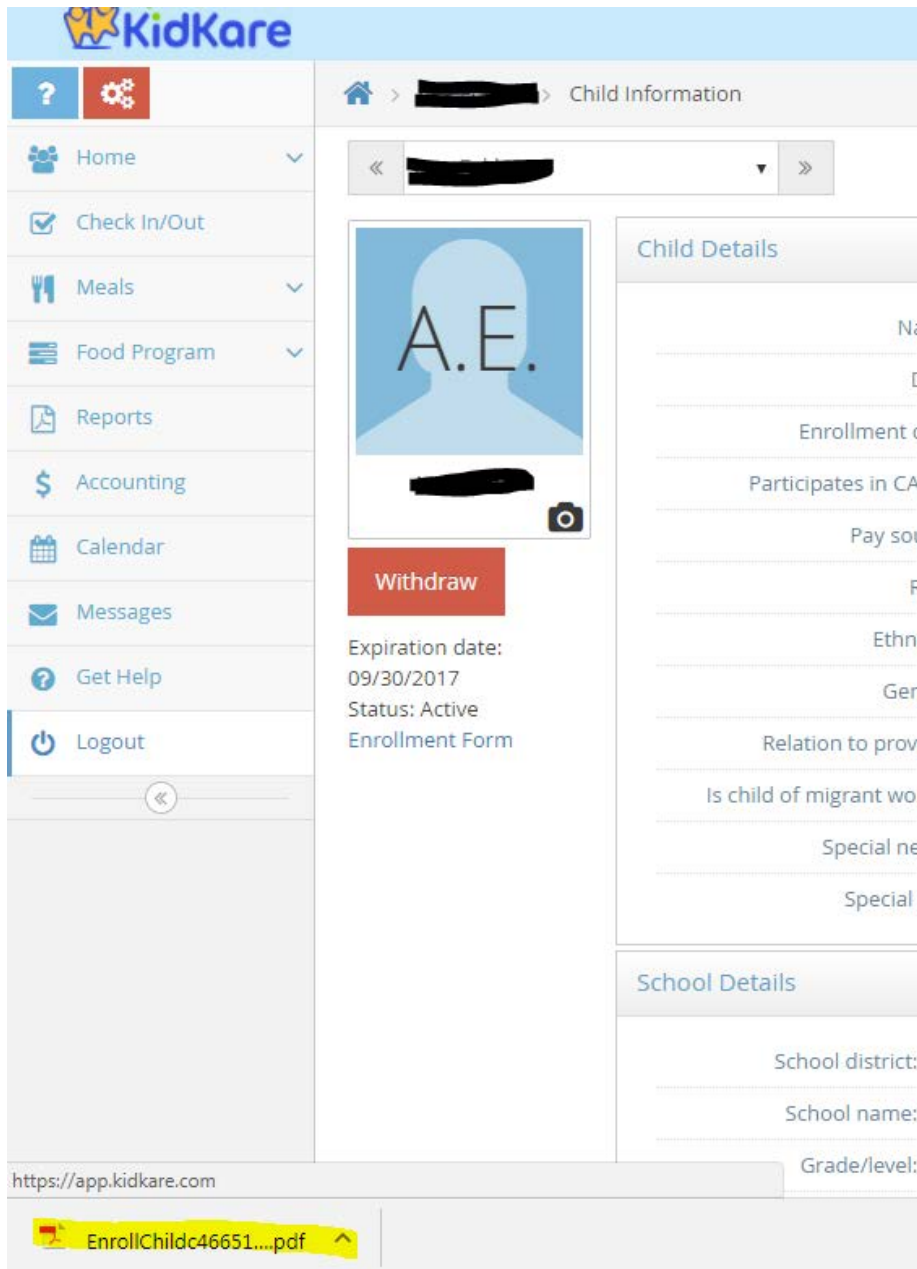
Step 1: Click on "**Home**" then click "**My Kids**".

Step 2: Click on the child's name then click "**Enrollment Form**".

Step 3: A report will be downloaded toward the bottom of the page or will automatically open a new tab on your computer with the form.

Step 4: Print the page (2 copies). Make any changes in ink then both you and the parent will sign and date.

<u>Step 5</u>: **Mail one copy to the office and keep one for your red binder**. We will make any necessary changes.

Please contact your monitor if you need further assistance.