



DPHHS-HCS/CC-161
 (New 1/11)

**Best Beginnings
 Child Care Scholarship Program**

**RELEASE OF INFORMATION
 REQUEST FOR
SCHOOL/TRAINING VERIFICATION**

CHILD CARE ASSISTANCE STAFF ONLY	
CASE / CASE EVENT NUMBER	
HEAD OF HOUSEHOLD NAME	
ELIGIBILITY BEGIN DATE	ELIGIBILITY END DATE
ELIGIBILITY DETERMINATION DATE	R&R DATE STAMP
CASE EVENT WORKER NAME	

STUDENT / APPLICANTS - PERMISSION TO RELEASE INFORMATION

I, _____, grant permission to _____
 for the release the information requested on this form to the Child Care Resource and Referral (CCR&R)
 Agency, listed below, in order to determine my family's eligibility for the Best Beginnings Child Care
 Scholarship.

Applicant's Signature: _____ Date: _____

Dear School Official:

The individual listed above has applied for a Best Beginnings Child Care Scholarship. The Best Beginnings Child Care Scholarship helps qualifying Montana families pay for their child care costs, while participating in qualifying activities, such as work and school. The student applicants' signature above authorizes the release of the information requested on the back of this form. By completing this form you are providing information, about the identified individual, that will be used to determine their eligibility for child care assistance. Thank you for your cooperation.

DIRECTIONS FOR SCHOOL OFFICIAL

1. Complete this form by _____
2. Return to: _____

SCHOOL OFFICIAL CERTIFICATION

SCHOOL NAME	SCHOOL PHONE NUMBER
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SCHOOL ADDRESS

PLEASE READ AND SIGN:

I certify that this information is true and correct to the best of my knowledge. I have the authority to make such verification on behalf of this company.

Print Name: _____ Title: _____

Signature: _____ Date: _____

Phone #: _____



STUDENT / APPLICANTS' - SCHOOL INFORMATION

Student Name:		
School Name:	School Address:	Enrollment Date
Course of Study / Training Program	Anticipated graduation / completion date	Expected Degree / Certificate
Is this a Part Time or Full Time Student? <input type="checkbox"/> Part Time (_____ hrs per week) <input type="checkbox"/> Full Time (_____ hrs per week)		How many credits is this student taking per semester? _____ credits per semester
Is this student making satisfactory progress in their chosen course of study/training program? If No, please explain:		<input type="checkbox"/> Yes, satisfactory <input type="checkbox"/> No
Is this student in good academic standing? If No, please explain: <i>(Is this individual on probation?)</i>		<input type="checkbox"/> Yes, good <input type="checkbox"/> No
Does this individual currently hold a bachelor's degree? If Yes, what is the degree in? _____ When was it earned? _____		<input type="checkbox"/> Yes <input type="checkbox"/> No

MONTHLY SCHOOL SCHEDULE

- Please indicate the time the students' first class starts and the time the students' last class ends on any given day.
 - Please provide an official copy of the students class schedule

This schedule is good for the following semester: *(indicate year)* Fall _____ Spring _____ Summer _____

The semester that this schedule covers runs from: _____ to: _____

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm
Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm
Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm
Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm	am/pm to am/pm
Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day	Hrs per day

If school schedule varies, please explain: