

Goddard Child Development Center  
NASA/GSFC Code 200.9  
Greenbelt, Maryland 20771  
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### New Enrollment Checklist 2024-2025 SY

**Please make sure you drop off all the forms one week prior to your start date.**

#### **Medical Forms Requiring Physical Signature:**

- Child Health Inventory Form (We require this specific form. No other form will be accepted. This form must be signed and stamped by a physician.)
- Immunization Form/Documentation
- Lead Form (This form must be signed and stamped by a Physician.)
- Seizure Medication Form: If Applicable
- Allergy Action Plan: If Applicable
- Asthma Action Plan: If Applicable
- Medication Plan: If Applicable
- Medication Administration Form for Any Emergency Medications kept at GCDC: If Applicable
- Emergency Medical Treatment Authorization (This form must be notarized)
- Emergency Form (Must list three people, in addition to parents. One person must work on GSFC's campus.)
- Enrollment Agreement
- All About My Child Form
- Family Culture Survey
- Parent's Guide to Regulated Child Care (Signature page)
- Key card request form (For Parents with a chipped GSFC Badge)
- NASA Locator and Information Services Tracking Systems (LISTS) Data Form (For Non-GSFC parents who will need access to GSFC/GCDC- A state-issued ID must be submitted.)
- Child Assessment Policy
- Tuition Express Form
- Copy of your health insurance card
- Family photo for family tree

**I have completed all the requirements listed above.**

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Parent Signature

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Date