



THE YMCA AT VIRGINIA TECH Required Documents Licensed Youth Programs

Hello! Thank you for participating in our YMCA afterschool/summer program! Our programs are licensed by the Virginia Department of Education (VDOE). VDOE requires us to collect important forms for each child participating in our program. These forms include:

- **Immunization records** (these records were required for admission to your public school in kindergarten. If you need help obtaining these records, please contact your school for a copy)
- **Physical examination records** (these records were required for admission to your public school as well)
- **Proof of age and identity** (birth certificate is the best document. We **do not** need to keep a copy. We just need to see the document and sign off confirming that we viewed it)

IMPORTANT: The Virginia Department of Education (VDOE) performs unannounced inspections of licensed afterschool and summer programs and will need to see these records. If they are unable to view these records, they may not allow your child to continue attending the afterschool program. Please get these records to us as soon as possible.

Thank you!

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