Universal Child Care & Learning Center LLC

2145 Bungalow Road Augusta, GA 30906

(706)793-7000 phone/ (706)793-7025 fax

Ms. Yiet S. Knight, Director/ Owner

Dear Parent(s)

We would like to welcome you to our UCCLC family. Before enrollment of your child(ren), The following information is needed. You may send via email, fax, or you may bring it to the office.

**PLEASE RETURN BY: Your Child’s Start Date**

Child’s Name:

[x] Birth Certificate (Child(ren))

[x] Current Shot Record (Form 3231)

[x] Medical Insurance Card (Child(ren))

[x] Picture ID (parent and/or guardian)

[x] Allergy statement from doctor (if applicable)

PLEASE COME TO THE OFFICE TO SIGN YOUR HANDBOOK AND RETURN YOUR DOCUMENTS.

Thank you,

Ms. Yiet Knight

Director/Owner