

SUPPORTING DOCUMENTS

- **Copy of identity card or passport** of the applicant parent.

• **Solemn Statement** that the simple copies provided are exact copies of the originals (the form is available on the website of D.B.A.). Please, keep in mind, that **no Citizens' Service Centre (CSC/ “ΚΕΠ”)** **validation is required.**

- **Certificate of Marital Status** (issued in the last six months).

In cases where it is proved, with official documents, the impossibility of submitting a certificate of family status, the birth certificate of the child and / or civil partnership agreement are accepted.

In case a certificate is presented in a language other than Greek, the certificate must be accompanied by an official translation.

• **For divorced or separated parents**, a copy of the divorce certificate is required (unless this is stated in the marital status certificate) **or** a divorce petition **or** other official document of the divorce, as well as a court order of custody or any official document of custody of the child or children.

• **Health certificate of the child.** The form is available on the website of D.B.A. and must be completed and signed by a Pediatrician. Two (2) copies are required.

Also, two (2) copies of the following sections of the health booklet are required:

1. The page with the child's details
2. The pediatric examination page when leaving the maternity hospital &
3. The vaccine pages provided each time, depending on the age of the child. Includes Mantoux tuberculosis treatment results (if any) as provided by the National Vaccination Program.

- **Tax clearance note** for the current financial year (2019) [two (2) copies].

In case the declaration has not been examined by authorities, a copy of the tax statement (E1) of the current financial year (2019) must be submitted.

The following documents must be submitted **by both parents**:

• **For employees in the Public Sector, the Legal Entity of Public Law (LEPL)**, a recent employment certificate or a certificate that they are going to work within a month from the submission of the application for registration, stating the amount of their salaries, is required.

- **For private sector employees**, the following are required:

1. Recent employer certificate that the parent is an employee or is going to work, within one month of the submission of the application for registration, stating the amount of his/her salary.
2. Adhesive /employment stamps of the first 3 months of this year (2020). In case of failure to provide stamps, a copy of the announcement for employment of the applicant **or** employment contract is also required.

- **For freelancers**, the following are required:

1. Copy of the Declaration of Commencement of specific activity to the Tax Office. or a certificate from an social security fund that contributions have been paid or settled.
2. Solemn Declaration of Law 1599/86 on non-termination of above specific activity.

For those self-employed in the primary sector, an insurance certificate is required from the O.G.A. or a certificate from the O.G.A that the insurance contributions have been paid or have been settled.

- **For unemployed parents**, an unemployment certificate from OAED or a copy of the unemployment certificate in force is required, in any case issued before the start date for submission of applications for registrations.

For unemployed parents who receive or have received a regular unemployment benefit from O.A.E.D. during the last 24 months and remain unemployed, a copy of the OAED approval grant decision is required.

In the event of a recently dismissed employee, a copy of the termination of the employment contract shall be provided.

- **For parents involved in active employment policies** or other programs, a copy of a Private Partnership Agreement or a copy of an approval decision is required, as well as an Employer's Declaration for the continuity of the program.

In case of participation in a continuing vocational training program, a certificate is required, from a certified Vocational Training Center (KEK), to continue monitoring the program.

- **For parents with a child with a disability** rate of 35% or more **or a parent with a disability** rate of 50% or more, a Health Committee certificate is required.

- **For children with special needs**, who can be included in the common operating framework of Kindergartens, a medical opinion-report of a doctor of relevant specialty is required.

- **For children of foreign parents outside the European Union**, a valid permanent residence permit is required for both parents and the child.

In case the residence permit has expired, a certificate from the competent body is required that the relevant application for its renewal has been submitted.

- **For an orphaned child**, a death certificate of the deceased parent is required, unless this is stated in the family status certificate.

- **For parents of students of Public or State Institutions**, a certificate of the last semester of study is required, from the Secretariat of their School.

- **For a parent serving in the military** (excluding postgraduate training), a certificate from the relevant military service is required.

For any clarification you can contact the Department of Selection of Applications & Monitoring of

Registrations at the following telephone numbers:

210 51.02.481

210 51.02.482

210 51.02.483

210 51.02.496