



Dječji vrtić Cvrčak Čakovec
Lavoslava Ružičke 2
40000 Čakovec

Instructions for e-Enrollment for the 2026/2027 pedagogical year – Regular enrollment period in April

Dear parents/guardians of preschool children,

We hereby inform you that the application period for enrollment in **Cvrčak Kindergarten** begins on **April 3, 2026, and lasts until April 10, 2026 (until 12:00 PM)**. Applications are submitted via the *Upisi u dječje vrtiće* (Kindergarten Enrollment) application, accessible through the **e-Građani** system. You can access the system using the following link: <https://e-upisi.hr/> where you need to select the appropriate service and log in using your NIAS credentials.

Instructions for enrollment are available at the following link: [Upisi-u-djecje-vrtice-korisnicke-upute-roditelji \(2\)](#).

To make the process easier, a questionnaire in Word format is available, which you can fill out in advance to speed up data entry during the Initial *Interview step* ([questionnaire](#)). When submitting the application, it is mandatory to select at least **one** preferred location and program, and a **maximum of four**.

Parents/guardians who do not have internet access or access to the e-Građani system can receive assistance from our administrative staff for the e-Enrollment process from **April 3 to April 10, 2026 (until 12:00 PM)**, between **8:00 AM and 3:00 PM** (or by appointment) at the address **L. Ružičke 2, Čakovec**.

Parents are kindly asked to make an appointment in advance, by calling **390-382** or **095 398 4024**, or via email: pisarnica@dv-cvrcak.hr.

In the **2026/2027 pedagogical year**, children of the following birth years are eligible for enrollment:

For nursery (jaslice): 2024 and 2025

For kindergarten (vrtić): 2020, 2021, 2022, and 2023

Conditions:

- Nursery: child must be at least **1 year old by September 1, 2026**
- Kindergarten: child be at least **3 years old by December 31, 2026**

PROGRAM OFFERS

Applications are submitted for the following programs:

1. REGULAR FULL-DAY NURSERY PROGRAM
 - For children aged 1 to 3 years – **Main Facility Cvrčak, and branches: Maslačak, Krijesnice, Pčelice**
2. REGULAR FULL-DAY KINDERGARTEN PROGRAM
 - For children aged 3 to 7 years – **Main Facility Cvrčak, and branches: Maslačak, Krijesnice, Pčelice, Stonoga**
 - **Shift-based program** – for children from age 3 until primary school – **Krijesnice** (requires proof from the employer that **both** parents **work shifts**).
3. SPECIAL FULL-DAY PROGRAMS (for children aged 3 until primary school):
 - Kinesiology program – **Krijesnice**
 - STEM program – **Pčelice**
4. ALTERNATIVE FULL-DAY PROGRAMS (for children aged 3 until primary school):
 - Montessori program – **Maslačak**

CHILDREN WITH DEVELOPMENTAL DISABILITIES

If a child has **developmental disabilities**, the parent is **required to upload** the following documents via the application: findings and opinions on the severity and type of disability from the Institute for Medical Expert Evaluation, medical documentation, and professional findings/opinions, in accordance with Art. 9 of the Regulations on Enrollment. The Kindergarten's multidisciplinary team decides on the enrollment based on documentation and an initial assessment interview.

ENROLLMENT PRIORITY

Priority for enrollment and co-financing is granted exclusively to children residing in the **City of Čakovec** and whose at least one parent/guardian has had a registered residence in Čakovec for at least 6 months. Other applicants may be admitted only if capacity allows.

In case of more applicants than available slots, priority is determined by points according to the Act on Amendments to the Preschool Education Act (NN 22/2026):

No.	Priority Criterion	Points
1.	Children of disabled Homeland war veterans	15
2.	Children from families with three or more children	6
3.	Children of two employed parents/guardians	20
4.	Children with developmental disabilities/chronic illnesses	5
5.	Children of single parents	18
6.	Children of one-parent families	18
7.	Parent with disability (Croatian Register)	15
8.	Children in foster care	18
9.	Children residing in the City of Čakovec	30
10.	Children of parents receiving child benefit/minimum allowance	8

Parents/guardians must provide relevant evidence for these criteria (e.g., certificates of employment, birth certificates, medical findings, divorce decrees, or residency certificates) during the application process.

Children enrolled following this notice will start kindergarten at the beginning of the pedagogical year (**September 1, 2026**).

SYSTEMATIC MEDICAL CHECK-UP CERTIFICATES

Enrollment in kindergarten requires that the child is up to date with all vaccinations included in the National Immunization Programme, except for children with medical contraindications to specific vaccines.

Parents or guardians must upload a **certificate of the completed medical check-up** when submitting the application in the *Kindergarten Enrolment* system. This can be done by dragging the document into the designated upload field or by selecting the file from your computer. After successfully uploading the document, the parent/guardian must choose the *Send to kindergarten* option. Parents/guardians who do not have the medical certificate at the time of application submission (April 3–10) may submit it in person during the **initial interview (May 14–22, 2026)**. At the initial interview, parents/guardians are required to bring a **copy of the child's immunization record**. For newly enrolled children who will not have reached their first birthday by September 1, 2026, the medical certificate and a copy of the immunization record must be submitted to the **health coordinator** no later than **July 17, 2026**, which is also the final deadline for signing the contract between the parent (service user) and the kindergarten.

ENROLLMENT IN THE PRE-SCHOOL PROGRAM

The **Pre-School Program** is intended for children born between **April 1, 2020, and March 31, 2021**, who are not currently enrolled in any form of preschool education. This program is **mandatory for children in the year prior to starting primary school** and applies only to those not already attending kindergarten. Enrollment in the pre-school program **will not be conducted via the “Upisi u dječje vrtiće” web application**. Instead, the application and all supporting documents must be sent by email to info@dv-cvrcak.hr between **September 1 and September 14, 2026**.

To enroll in the pre-school program, parents/guardians must submit the following documents:

- The **application for enrollment** in the pre-school program; ([zahtjev za upis](#))
- **Birth certificate** or an extract from the birth register;
- **Proof of the child’s residence** (certificate of residence or a copy of the child’s ID card) and a copy of one parent’s ID card showing residence within the City of Čakovec, or a certificate of continuous residence in the City of Čakovec for at least six (6) months;
- **Medical certificate** and proof of mandatory vaccinations (immunization record);
- **Findings and opinions regarding the severity and type of disability or functional impairment** from the Institute for Medical Expert Evaluation, Professional Rehabilitation, and Employment of Persons with Disabilities, **if the child has developmental disabilities**.