



UNIVERSITY OF WYOMING

Early Care and Education Center Enrollment Contract 2023-2024

Child's Name: _____
Parent Name(s): _____
Address: _____
City, State, Zip _____
Phone: _____ Email: _____

Annual Registration Fee

A non-refundable registration fee of \$25 is required to secure your child's slot for the 2023-2024 year.

Registration fee paid ☐ Check # _____ ☐ Cash ☐ Online

Tuition and Enrollment Regulations – Read and initial each of the following:

- _____ I understand that this is a legally binding contract between me and the University of Wyoming Early Care and Education Center.
- _____ I understand that by selecting an enrollment calendar and signing this contract, I agree to pay the tuition for the full contract period I have selected.
- _____ I understand that mid-year contract cancellation will result in the immediate loss of my child's enrollment slot and that the ECEC cannot guarantee a slot for following contract terms.
- _____ I understand that mid-year calendar adjustments will not result in a tuition reduction unless the ECEC Director can find a child to take my child's vacated slot for the remainder of my contract calendar.
- _____ I understand that no tuition reductions will be made for days missed due to illness or vacation.
- _____ I understand that all tuition payments are due on the first of each month.
- _____ I understand that ECEC will assess a \$25.00 late fee if I pay my tuition after the 15th of the month.
- _____ I understand late fees not paid by the end of the month in which they incur will double after the first of the following month.
- _____ I understand an unpaid balance that is 30 days past due, without satisfactory payment arrangements made, will result in my account being sent to the University of Wyoming Accounts Receivable Office for collection purposes.
- _____ I understand that ECEC will not renew my contract if an unpaid balance remains at the end of the current contract year.

Select your payment method below. I elect the following tuition payment option:

☐ UW Payroll deduction ☐ Online payment with credit or debit card ☐ Pay in person by check or cash at UW Cashiers Office

I acknowledge by signing below that I have read and understand this contract, and agree to abide with the payment schedule selected on page 2.

Parent Signature: _____ Date: _____

See page 2 for annual calendar selection and tuition payment options.

Any contract changes must be requested through Tracy Bennett

Annual Calendar Selection

Review the following options and select your calendar carefully.
By selecting a calendar you agree to pay tuition for the full contract period.

INFANT PROGRAM	
<p>Calendar A (8/21/23 – 7/26/24) Tuition for Period = \$12,931.95</p> <p><input type="checkbox"/> <u>Tuition Option 1</u> – 12 equal payments of \$1,077.66 September through August</p> <p><input type="checkbox"/> <u>Tuition Option 2</u> – 11 equal payments of \$1,175.63 September through July (no August payment)</p>	<p>Calendar B (8/21/23 – 6/4/24) Tuition for Period = \$10,747.08</p> <p><input type="checkbox"/> 9 equal payments of \$1,194.12 September through May</p>
TODDLER PROGRAM	
<p>Calendar A (8/21/23 – 7/26/24) Tuition for Period = \$11,398.95</p> <p><input type="checkbox"/> <u>Tuition Option 1</u> – 12 equal payments of \$949.91 September through August</p> <p><input type="checkbox"/> <u>Tuition Option 2</u> – 11 equal payments of \$1,036.27 September through July (no August payment)</p>	<p>Calendar B (8/21/23 – 6/4/24) Tuition for Period = \$9,473.13</p> <p><input type="checkbox"/> 9 equal payments of \$1,052.57 September through May</p>
PRESCHOOL PROGRAM	
<p>Calendar A (8/21/23 – 7/26/24) Tuition for Period = \$10,960.95</p> <p><input type="checkbox"/> <u>Tuition Option 1</u> – 12 equal payments of \$913.41 September through August</p> <p><input type="checkbox"/> <u>Tuition Option 2</u> – 11 equal payments of \$996.45 September through July (no August payment)</p>	<p>Calendar B (8/21/23 – 6/4/24) Tuition for Period = \$9,109.08</p> <p><input type="checkbox"/> 9 equal payments of \$1,012.12 September through May</p>
SCHOOL-AGE PROGRAM	
<p>Dates - 8/24/23 – 6/4/24 Tuition for Period = \$4,410.00</p> <p><input type="checkbox"/> 9 equal payments of \$490.00 September through May</p>	

ECEC tuition rates are based on a daily rate approved by the UW Trustees.
All fees can be found in the Fee Book <http://www.uwyo.edu/administration/financial-affairs/feebook/>

Parent signature acknowledging calendar selection above: _____