

## UC Merced Early Childhood Education Center Admission Agreement – updated 1/2021

I understand the UC Merced Early Childhood Education Center (ECEC) is funded through ECEC Tuition Fees. I further understand that my child's **regular** attendance is important. The ECEC provides developmentally appropriate activities, nutrition services and child care as outlined in the UC Merced Early Childhood Education Center Family Handbook. The ECEC follows the guidelines mandated by Community Care Licensing, criteria of the National Accreditation Commission for Early Care and Education Programs (NAC) and the ECEC policies, philosophies and procedures.

I hereby agree to comply to the rules and regulations of the UC Merced Early Childhood Education Center Program regarding fees, attendance, health, parent education, child's behavior, contracted hours, extra clothing and other items in the Family Handbook. I understand that non-compliance with Center regulations may result in suspension and/or termination of services. I understand, accept and will follow all written policies of the UC Merced Early Childhood Education Center. Upon enrollment, I understand I am responsible for the following tuition payments and schedule, pursuant to the ECEC Payment Addendum:

- Payments are due on a monthly basis as outlined in the Family Handbook and are due by the end of the 5<sup>th</sup> day of being posted in CashNet cue. If payment is received between the 6<sup>th</sup> and the 10<sup>th</sup> day after posting, there is a late fee of \$25, which will be posted to your next month's tuition. If payment has not been received in full by the 10<sup>th</sup> day, you will be refused services and a letter will be issued informing you of your termination for failure to pay.
- Bi-weekly (following UC Merced bi-weekly pay schedule) payments are due within two business days (the following Friday) of the pay date. A late fee of \$25 will be assessed if tuition is paid after midnight on the Friday, which will be posted to your next month's tuition. If payment has not been received in full by the end of business Monday, a letter will be issued informing you of your termination for failure to pay.
- Late payment will only be accepted three times. The fourth late payment will not be accepted and will result in the loss of services.

Should the tuition rates or the admission agreement change, I understand that the UC Merced Early Childhood Education Center will provide advance notification of this change in writing a minimum of 30 days prior to implementation. If I do not provide notice of my intent to withdraw in writing, I will be responsible for fees for the increase fees for the next month and the remainder of the enrollment term. Reasons for termination from the UC Merced Early Childhood Education Center Program, for all families:

- Delinquent fees.
- Not providing required documentation and paperwork to the Center for enrollment/recertification.
- Inappropriate adult behavior (see Staff Rights).
- Inappropriate child behavior (see Children's Personal Rights and Staff Rights).
- Behavior or conduct at the ECEC which interferes with the Center's operations, including family disputes.
- Inability to locate the parent while the child is in care.

I further understand that the State of California Licensing Agency (*as well as Child Protective Services (CPS)*) has the following authority:

1. To interview children or staff and to inspect child or facility records without prior consent.
2. To observe the physical condition of the child or children, including conditions which could indicate abuse, neglect, or inappropriate placement, and to have a licensed medical professional physically examine the child.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Signature

I understand that my child is eligible for placement in the Toddler Option Classroom, which serves children ages 18 months-36 months. I authorize the ECEC program to place my child in that classroom while my child is of the ages of 18-36 months.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Initial