Ohio Wesleyan University
Early Childhood Center
www.ecc.owu.edu
(740) 368-3935

We are now accepting applications for the 2015-2016 school year. Please read this packet carefully. To enroll your child, please mail or hand-deliver a completed application form along with a check for the non-refundable registration fee of $60.00 to:

**Mailing Address:** Ohio Wesleyan University
Early Childhood Center
61 S. Sandusky
Delaware, Ohio 43015

**Hand Deliver:** ECC: 37 Park Ave.
Early Childhood Center
Delaware, Ohio

If you have questions after reading the enclosed materials, call Mrs. Hall at 740-368-3935.

**Registration Procedures:**

1. The application must be filled out completely including first and second choice of class. A $60.00 registration fee must accompany each application or it will not be processed. Make checks payable to The Ohio Wesleyan University and note “ECC registration” on the bottom memo line.

2. Applications are due by noon on **February 25, 2015**. Applicants applying after that time will be placed in classes and/or wait lists on a first come, first serve basis as class space is available. Baring unforeseen complications, applicants will be notified of placements and wait list status by email (please print your email clearly), the week of March 9th.

3. Applications can be submitted immediately and should be submitted BEFORE February 25th for the best likelihood of first-choice placement. We strongly urge that parents not wait until the last minute to submit applications. Applications received after February 25th at noon, will be processed first-come-first-served.

4. Currently enrolled children, children of OWU faculty/staff, siblings of children who have attended ECC in the past, and children of OWU alumni will be given priority status for placement. Their applications will be processed first on the processing date. This priority status means you will have a place in the school, but not necessarily your first choice. If priority applications received by February 25th exceed available class space, a lottery will be held to determine placement and the order of any class wait lists. **Important Note:** If you qualify for priority status and we do not receive your application by February 25th, you will forfeit any advantage of being a priority applicant.

5. Enrollment remains open until all classes are filled and wait lists are maintained all year.
The Ohio Wesleyan University Early Childhood Center  
2015-2016 Registration

Child’s name ______________________ Nickname __________ Gender _______ Birthdate __________

Parent/Guardian Name_________________________________________ Home Phone___________________

Address _______________________________________ City_________________ Zip__________________

Cell Phone____________________ Email (print clearly) _________________________________

Parent/Guardian Name_________________________________________ Home Phone___________________

Address _______________________________________ City_________________ Zip__________________

Cell Phone____________________ Email (print clearly) _________________________________

Priority Status: Check any/all that apply:

____ current ECC student
____ sibling attended ECC, list name(s) dates of attendance______________________
____ parent is an OWU faculty/staff member
____ OWU alumni, list date of graduation________________________________

Parent/Guardian
Signature______________________________________________ Date:__________________________

Please note 1st and 2nd choice:

Class      Hours       Fee
_____T/TH  AM  PS     9:00-11:30      $1,187.00
_____T/TH  PM  PS     12:30-3:00       $1,187.00
___________________________

_____M/W/F   AM  PK     9:00-11:30      $1,776.00
_____M/W/F   PM   PK     12:30-3:00      $1,776.00
_____M-F     PM   PK     12:30-3:00      $2,940.00

Tuition Assistance Information:
Limited tuition assistance is available for those who apply. Applications are available on our website: ecc.owu.edu. Applications will be reviewed and assistance awarded by the ECC Fundraising Committee by the middle of May.

For office use only:
Date received:                     Reg. Fee         P01   P02                            Class:                Waiting List:
The following program options are offered:

**PRESCHOOL**

For children who are:
- age three by September 1, 2015
- age four

**Sessions:**
(Tuesday/Thursday)

9:00-11:30 AM
12:30-3:00 PM

Tuition: $1,187.00
$132.00 per month

**PREKINDERGARTEN**

For children who are:
- age four by August 1, 2015
- age five

**Sessions:**
(Monday/Wednesday/Friday)

9:00-11:30 AM
12:30-3:00 PM

Tuition: $1,776.00
$197.00 per month

**PREKINDERGARTEN**

For children who are:
- age four by August 1, 2015
- age five

**Sessions:**
(Monday-Friday)

12:30-3:00 PM

Tuition: $2,940.00
$327.00 per month

*Children must be potty trained to attend the ECC. Potty trained means the child is not wearing diapers and/or pull-ups. Children who turn three after September 1, 2015 may be admitted into the program during the second semester based on availability.*