



Early Childhood Center Ohio Wesleyan University Tuition Contract

Place an X next to one of the following three tuition payment options:

Child's Name: _____

1. _____ one payment: due by October 1st, 2017

2. _____ two payments: 1st payment due by October 1st, 2017

(divide tuition by two=payments) 2nd payment due by February 1st 2018

3. _____ nine payments: 1st payment due by October 1st, and eight others each due by the 1st of every month

(divide tuition by nine=payments)

I understand that if I fail to make payments by the above dates, my child will be withdrawn from the program. I will still be responsible for the tuition amount up until the last date of the child's attendance. Non- payments may result in the account being sent to a collection agency. Should I need to withdraw from the program, I will give, in writing, a two week notice send to Mrs. Hall @klhall@owu.edu.

Parent 1 signature _____ date _____

Parent 2 signature _____ date _____

Please cut and keep this portion for your records/information.

You will receive monthly statements in your child's cubby listing your current balance. Checks should be written out to *Ohio Wesleyan University*. Payments should be placed in the black mailbox on the student/staff office door at the ECC marked "ECC tuition." Payments should be placed in an envelope marked **Accounting/Cashier. Please do not write ECC on this envelope, as it goes through campus mail and it may be returned to us.** If you prefer to mail your payment directly to our accounting department, please send to:

Ohio Wesleyan University
Accounting/Cashier
61 S. Sandusky Street
Delaware, Ohio 43015

Regardless of your payment plan, the first payment should be made by October 1st 2017

Your child's ECC tuition may be tax deductible. Our tax id# Ohio Wesleyan University: 31-4379585.

Questions about tuition issues should be directed to:

Mrs. Hall, ECC Director: klhall@owu.edu (740) 368-3935

Ben Emch, OWU Senior Accountant: bremch@owu.edu (740) 368-3371