

Dear Parent/Guardian,

Thank you for your interest in the University of Delaware Early Learning Center! We provide quality early care & education to children ages six weeks to twelve years.

Please find the following items enclosed in this registration packet:

- *Welcome to the Early Learning Center!* An important information sheet discussing the ELC's mission to provide services, training and research. Please read this carefully and contact the Center if you have any questions about your family's role in these activities.
- *Early Learning Center Fact Sheet* On these two pages you will learn the nuts & bolts of the ELC, including times of operation, ratios, tuition rates, meals provided and more.
- *Early Learning Center Wait List* As you will see upon reviewing this page, the ELC has multiple enrollment priorities, including children living in poverty, children with diagnosed disabilities, children living in foster care, and University families.
- *Early Learning Center Registration Form*
- *Parents Right to Know Notice*

You may register your child by returning a completed registration form and a signed copy of the *Parents Right to Know Notice*, with a check for \$75 per child with a maximum payment of \$100 per family if multiple children are registered at the same time. Your check should be made payable to the *University of Delaware*. If you currently receive Purchase of Care funds, your registration fee will be waived with proof of authorization.\*

(\*Important Note: Do not seek POC authorization for the Early Learning Center until after you have been offered an enrollment date.)

Registrations can be mailed to: Early Learning Center, University of Delaware, 489 Wyoming Road, Newark, DE 19716 or hand-delivered to the ELC offices. Sorry, fax and email registrations are not accepted as we require your original signature.

Should you have any questions, contact the Early Learning Center via email at [ud-elc@udel.edu](mailto:ud-elc@udel.edu) or by calling (302) 831-6205. Our business hours are Monday through Friday, 7:00 – 6:00.

We look forward to welcoming you and your child to our center!

Peg Bradley

Peg Bradley, Interim Director

