Waitlist Enrollment Instructions:

The two page fully completed enrollment form can be emailed, faxed, mailed, or delivered in person to the DDE Center.

<table>
<thead>
<tr>
<th>Email Contact</th>
<th>Mailing Address</th>
<th>Fax Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="mailto:Danielle.egan@usu.edu">Danielle.egan@usu.edu</a></td>
<td>DDE Center</td>
<td>435-797-1567</td>
</tr>
<tr>
<td><a href="mailto:Rebecca.baron@usu.edu">Rebecca.baron@usu.edu</a></td>
<td>2600 Old Main Hill</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Logan, UT 84322-2600</td>
<td></td>
</tr>
</tbody>
</table>

Payment for the $35.00 non-refundable registration fee can be made in person or over the phone. You can also mail it in.
**Dolores Doré Eccles**  
Center for Early Care and Education  
School Year _______

### WAITLIST APPLICATION

Please Check:  
- Sibling Currently Enrolled  
- First Time Applicant  
- Returning Student

(Please √ one that applies)

<table>
<thead>
<tr>
<th></th>
<th>Infant</th>
<th>Toddler</th>
<th>Jr. Preschool</th>
<th>Sr. Preschool</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full Day</td>
<td>$1,122/month</td>
<td>$1010/month</td>
<td>$898/month</td>
<td>$808/month</td>
</tr>
<tr>
<td>Half Day</td>
<td>$561/month</td>
<td>$505/month</td>
<td>$449/month</td>
<td>$404/month</td>
</tr>
</tbody>
</table>

**Child’s Name __________________________________________________________**  
Name preferred _______________________

Gender _______ Birthdate __________ Present age _______ years _______ months

Parent(s)/guardian name with whom child lives __________________________

Mailing address __________________________________________ City _______ Zip _______

**Father’s Name _______________________________________________________**  
A# __________________

Contact Information: Home # ____________________, Work # ____________________

Cell # __________________________ Email _____________________________

Relationship to USU (Please √ all that apply)

- Full-Time Student
- Part-Time Student
- Full-Time Grad Student
- Part-Time Grad. Student
- Classified
- Hourly
- Faculty
- Professional
- Alumni
- Community

**Mother’s Name _______________________________________________________**  
A# __________________

Contact Information: Home # ____________________, Work # ____________________

Cell # __________________________ Email _____________________________

Relationship to USU (Please √ all that apply)

- Full-Time Student
- Part-Time Student
- Full-Time Grad Student
- Part-Time Grad. Student
- Classified
- Hourly
- Faculty
- Professional
- Alumni
- Community

### Enrollment Options

**Check all Preferred Enrollment Options**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>M-F Full Day</td>
<td>M-F Half Day AM</td>
<td>M-F Half Day PM</td>
</tr>
<tr>
<td>7:45-5:15</td>
<td>7:45-12:30</td>
<td>12:30-5:15</td>
</tr>
</tbody>
</table>

I have attached the non-refundable $35.00 registration fee required.  
(Please make check or money order payable to: DDE Center)

I have read, understood, and completed the waitlist policies attached with this form.

Parent Signature ______________________________________________________ Date ____________
Dolores Doré Eccles Center for Early Care and Education
Waitlist Policies

1. The waitlist is prioritized to serve students, faculty, and staff before openings are offered to the community. Up to 25% of enrollment must serve student families so at times students have a high priority for any openings. Current families adding time and siblings of currently enrolled children are also given the highest priority for any available openings. This can lead to varied wait list times.

2. Openings are filled based on the vacant slot. For example, a vacant M-F Full Day slot will be filled with the next available M-F Full Day wait list child. If a family has flexibility and would like to take any opening regardless of schedule they should note that on their registration form.

3. When an opening is offered it will be for the schedule noted on the registration form. Families are strongly encouraged to update their requested schedules when changes occur so that we can ensure we are offering the appropriate spot.

4. Openings may come available at any time. We understand that families may not be able to take an offered opening. However, the DDE Center cannot hold an opening without receiving tuition. If a family does not wish to enroll at the time a spot becomes available, they may choose to remain on the waitlist but they will be placed at the bottom of the waitlist. Families must understand that it may be several months or more before another opening is available.

5. The DDE Center works very hard to accommodate as many children as possible. However, we limit the number of children in each class, and in some cases restrict the schedule options, so that we can assure each child is receiving the best care. For this reason, some requested schedules can be difficult to accommodate, which can lead to increased wait times.

6. We cannot accurately estimate the wait time for enrollment as many factors play into a slot being available.

7. We contact families via email when a space is available that meets the requested schedule. If your email address changes, please update your contact information with us.

I _______________________, acknowledge that I have read and understand the above information about the DDE Center wait list.

Family Signature ___________________________________________________Date ___________________