

UCSC Childcare Access Policy

(Policy SA-0002-01)

I. Purpose of the Policy

The Childcare Access Policy was established to provide UCSC students with a clear understanding of access to the Early Education Services (EES) childcare programs, including program eligibility, enrollment, childcare wait list, and the impact of a change in student status.

II. Definitions

A. Grant Eligible and Fee-For-Service:

A portion of Early Education Services funding comes from California Department of Education grants to provide a subsidy for eligible families. The terms *grant-eligible* and *fee-for-service* are used throughout this document to distinguish between those families who are eligible to have their child care fees funded by these grants and those who pay their own fees.

B. Wait List

The wait list provides EES information about families waiting for placement in the program that will determine, which families are eligible for a space as the space becomes available. Rankings (priority) on the wait list are governed by:

1. The terms and conditions of the California Department of Education Grant(s) received by the Early Education program, and
2. The date the family is placed on the wait list, and
3. Whether or not a sibling has already been placed in the program.

III. Detailed Policy Statement

A. Eligibility for Access

All currently enrolled UCSC campus graduate and undergraduate students are eligible to enroll their children in the Early Education Services program provided they or their spouse/domestic partner is a custodial parent, legal guardian, or has been approved as a foster or adoptive parent. Funding received from student Student Services Fees (formerly known as Student Registration Fees) and Student Fee Referenda supports the overall program costs and allows services to be provided to student families at a discounted rate. Eligibility for the EES program is based on the student's payment of current quarterly student Student Services Fees.

B. Enrollment and Wait list

The enrollment process begins with applying to the wait list. Upon verification of a family's eligibility and, if applicable, priority status assigned by the State granting agency, the child is enrolled in the program. If space is not available in the program, the family remains on the wait list based on their eligibility and ranking. Families are notified as program space becomes available. A family may decline three offers before being removed from the wait list. If a family does not respond to an enrollment offer with an acceptance or decline, they will be removed from the wait list.

C. Change in Student Status

When a change in the student status of the campus affiliated family member occurs, the child's eligibility to receive Early Education Services will also change. If the change in status results in the student no longer paying University Fees, the child will no longer be eligible to receive EES services. Changes in student status that would make the child ineligible for the program include, but are not limited to: graduation, approved leave of absence, shift from doctoral student to post doctoral scholar, or withdrawal or suspension from the University. Exceptions to the access policy may be granted for affiliated students for a maximum of one month by the Vice Chancellor of Student Affairs.

IV. Getting Help With Policy, Access, and Fees Questions

The Early Education Services program administrative staff can provide you with information about program eligibility, availability of grant/reduced fee programs, and wait list in addition to the philosophy, approach, curriculum and adult to child ratio of the center.

V. Applicability and Authority

This policy on Access to Early Education Services applies to all campus students.

This policy supersedes UCSC Childcare Access Policy: SA-0002, dated 12/12/06.

The UCSC Division of Student Affairs is the campus authority for the EES Access policy. This policy was reviewed and approved by the Vice Chancellor of Student Affairs. The next review date is June 2015, or earlier if the program changes to expand access to groups other than registered students.

VI. Related Policies/References for More Information

Program Information:

<http://housing.ucsc.edu/childcare/index.html>