

## Spring 2025 Childcare Schedule Request

Understanding your eligibility is key to requesting childcare hours. Your requested hours should reflect the following criteria:

- Students taking face-to-face classes receive priority scheduling, especially during peak hours if request is received by 11/25/2024.
- Full-time students may request hours equal to their credit hours PLUS 10 hours.
  - Example: 12 credit hours = up to 22 *subsidized* weekly childcare hours.
- Part-time students may request childcare hours equal to their credit hours PLUS 5 hours.
  - Example: 6 credit hours = up to 11 *subsidized* weekly childcare hours.

Wee Care's operating hours are from 7:30 a.m. to 6:00 p.m. We schedule children on the 15-minute clock, so 00, 15, 30, 45. You should factor in at least 30 minutes of travel time before and after class. Keep in mind, that there will be charges for early drop-off and late pick-ups. Due to lunchtime, there is no drop-off or pick-up between 12:00 p.m. and 12:30 p.m.

<b>Check this Box if a parent is graduating this semester.</b>			
Student-Parent Name:		Additional Parent Name: (if registered for classes)	
UVU ID		UVU ID	
<b>*Check box if you anticipate additional childcare hours that will need a special schedule to fulfill an internship or practicum required for your program.</b>			
# of Credit hours enrolled	Full Semester:	# of Credit hours enrolled	Full Semester:

- If you apply by Nov. 25 and the requested hours are unavailable, we will contact you via phone or email before Dec. 15, 2024. If you apply after Nov. 25, we will process your request based on space availability.
- Schedule changes can be submitted until UVU's Last Day to Drop. Each family may request one schedule change per semester at no cost. Any additional schedule changes will be charged a \$25 processing fee.

*\*For students whose program requires an internship or field work to complete their degree, please have your advisor or instructor email us the required weekly hours. The email should be sent to [WeeCareCenter@uvu.edu](mailto:WeeCareCenter@uvu.edu).*

	Monday	Tuesday	Wednesday	Thursday	Friday
Full Semester Schedule Request Aug. 21 – Dec. 06/2024					
Please provide dates/times for a Special schedule to fulfill an internship or practicum.					