



**Number:** UWF/REG 5.010  
**Title:** Educational Research Center for Child Development  
**Responsible**  
**Department:** Educational Research Center for Child Development

## **I. General Statement:**

The Educational Research Center for Child Development (“ERCCD”) is established at The University of West Florida (“University”) to achieve the following goals:

- A. To provide a convenient and affordable educational experience to children of students, faculty, staff, and alumni at the University,
- B. To provide educational opportunities and practical experience to interested University students through internships and educational research experiences;
- C. To conduct child development research by drawing on the interdisciplinary resources of the University; and
- D. To provide a setting to learn more about the art of teaching as it is accomplished by parents, professionally-trained teachers, and para-professionals.

## **II. Admissions Process**

- A. The goal of the ERCCD’s admissions process is to be inclusive of children regardless of their race, gender, socio-economic status, physical ability, or mental ability (with or without reasonable accommodation).
- B. The ERCCD shall give highest admissions priority to the children of current University students, including siblings of students’ children currently enrolled in the ERCCD.
- C. The second priority is to children of current University faculty and staff, including siblings of those faculty and staff’s children currently enrolled in the ERCCD.
- D. The third priority is to children of alumni.

### **III. Funding**

The ERCCD is funded by a portion of the Capital Improvement Trust Fund Fees and additionally by user fees. Operations may also be funded through Student Activity and Service Fee allocations, grants, and donations in accordance with the law. The receipt and monitoring of all funds shall be in accordance with the laws of the State of Florida and regulations of the Board of Governors and the University.

### **IV. Fees**

A. Enrollment at the ERCCD begins once all fees due are paid in full. All fees, including the user weekly fees (child care services fees), shall be charged at cost and can be found on the ERCCD page of the UWF website ([uwf.edu/erccdfees](http://uwf.edu/erccdfees)). Additional fees include the following:

1. Initial registration fee;
2. Semester registration fee;
3. Summer camp registration fee;
4. Yearly supply fee;
5. Late payment fee;
6. Late pickup fees; and
7. Other fees as determined by the ERCCD Director in consultation with the Advisory Board.

Fee increases shall be submitted to the University of West Florida Board of Trustees and the Florida Board of Governors for approval in accordance with Board of Governors Regulation 10.004.

B. Discounts are offered at the discretion of ERCCD. Discounts may be offered for various reasons including:

1. Multiple children from the same family attending ERCCD;
2. Enrollment in voluntary pre-kindergarten (VPK) classes; and
3. Other discounts deemed appropriate by the ERCCD Director in consultation with the Advisory Board.

### **V. Advisory Board**

An ERCCD Advisory Board is established as follows:

A. The Advisory Board shall consist of the President of the University, or designee; a chair; seven (7) faculty members; one (1) faculty or staff parent of a child attending the ERCCD; one (1) student parent of a child attending the ERCCD; one (1) ERCCD lead teacher or teacher; and one (1) representative from the Student Government Association (“SGA”) chosen by the SGA President.

- B. The ERCCD Director may seek recommendations and advice from the Advisory Board on subjects such as admissions priorities, standards of conduct for the children, fees, and discounts.
- C. The ERCCD Director, selected by the hiring authority, shall be approved by the ERCCD's Advisory Board.

## **VI. Research**

Any research involving human subjects proposed to be conducted at the ERCCD shall be submitted to the Institutional Review Board ("IRB") for approval in accordance with IRB guidelines before commencing.

**Effective Date:** 12/15/2022

**Authority:** §§1009.24 and 1011.48, Florida Statutes; Board of Governors Regulations 7.003 10.004

**History:** New 8/22/1982. Formerly 6C6-5.010. Converted to UWF/REG 5.010 7/21/2005; Amended 9/25/2009, 3/8/2010, 3/25/2011, 12/9/2011, 6/14/2012, 10/9/2012, 4/22/2014, 4/17/2015, 4/6/2017, 3/20/2019, and 12/15/2022

**Last review:** 12/15/2022