

## OEC NAEYC 2023 Fee Form – For fees DUE in 2023

(Please use the 2022 Fee Form for fees due in 2022)

Program Name:	
Program NAEYC ID#:	Program's OEC Registry 1-4 digit ID#:
Program Address, City, CT, Zip Code:	
Name and title of person completing form:	
Contact's email:	Contact's phone:
Date:	

The Office of Early Childhood (OEC) in partnership with the National Association for the Education of Young Children (NAEYC) is funding NAEYC Accreditation fees for Connecticut early care and education programs due January 1, 2023 to December 31, 2023:

- a. Programs currently accredited by NAEYC, and
- b. Programs new to NAEYC Accreditation.

### To access these fees, eligible programs should follow these steps:

1. Complete this form entirely: top section information and below indicating the 2022 fee/s for which the program is applying

#### 2. If fee is DUE now to 12/31/23:

Log in to your program's profile in the NAEYC Early Learning Program Accreditation Portal

- a. Complete the tasks associated with the step on the dashboard: Do all tasks first, and then click Payment.
- b. Choose "Bill me later"
- c. In the field for the PO Number, enter in the naming convention: CTOEC\_ Program ID\_Step in process (see attached Bill Me Later user guide)
- d. Upload this completed form (see Bill Me Later user guide)

#### 3. If this is a reimbursement for a 2023 fee already paid:

- a. Complete this form and email it to NAEYC at [accounting@naeyc.org](mailto:accounting@naeyc.org).
- b. Reimbursement will go back to the payor via the method of payment (check = check; credit card = credit card).

Specific name of NAEYC fee	\$ Amount	Date (mm/dd/yyyy)	Reimbursement? (Yes / No)

### FAQs

1. **Will the OEC pay multiple fees due in 2023?** Yes.
2. **If my program paid 2023 NAEYC fees attributing them to OEC Stabilization Funds or other external funds, can I use these funds?** You can use these funds if you re-allocate use of other funds so you are not double-dipping.
3. **Questions?** Contact NAEYC ([accreditation.information@naeyc.org](mailto:accreditation.information@naeyc.org)) for program specific questions; contact your [AQIS regional facilitator](#) for OEC-AQIS related questions (see the OEC website for AQIS contact information).

*AQIS is funded by OEC in partnership  
with RESC Alliance and CTAEYC.*