

**University of Houston Children's Learning Centers
Texas Workforce Solutions (TWS) Subsidy**

Enrollment Eligibility

*ONLY children and legal dependents of students at the University of Houston receiving child care tuition assistance through SFAC at the University of Houston Children's Learning Centers (CLC) are **eligible** to use the Texas Workforce Solutions (TWS) subsidy at CLC.*

Requirements

- The student parent has a child/legal dependent currently enrolled at CLC
- The student parent is currently receiving SFAC tuition assistance
- The student parent has been approved by TWS to receive a subsidy

CLC Approval Process

- Children/legal dependents must be approved to receive TWS child care financial aid at CLC before Workforce Solutions will pay for the services.
- Workforce Solutions staff are responsible for referring (authorizing) children/legal dependents for services at CLC.
- Workforce Solutions will call CLC with the referral information to authorize services and CLC will receive an authorization code. Without this code, the call is not a valid authorization.
- CLC will notify the student parent once he/she has been authorized.
- The student parent will complete and return the form below every semester. Written approval is required by a CLC director.

CLC Student Parent: _____ UH PeopleSoft #: _____

Child(ren)'s/Legal dependent(s) Name(s): _____

Recipient of Child Care Tuition Assistance Award: (Circle one) SFAC

TWS Authorization ID: _____ Beginning Date- _____ Ending Date - _____

TWS Reimbursement Rate: _____

Approved for CLC TWS subsidy: Yes No Beginning Date- _____ Ending Date - _____

Comments: _____

I understand that I must meet the requirements above to utilize the TWS subsidy at CLC.

Parent's Signature: _____ Date: _____

Director's Signature: _____ Date: _____