

*Bills* are mailed about the middle of each month for the following month and payment is due the first day of that month. A late payment fee of \$10.00 per month will be charged to accounts which are past due after the tenth day of the month unless prior arrangements have been made with the Business Manager. Past due accounts will be subject to collection action. That action may include cancellation of enrollment, a hold placed on UWM student records, submission to the UWM Accounts Receivable Office for tax intercept and/or placement with a collection agency.

*All payments for child care services are processed by the UWM Cashier's Office.*

*Payments may be made in three ways:*

1. *Checks* should be made out to: "UWM Children's Learning Center" and mailed in the envelope provided with your bill, or in an envelope addressed to:  
The University of Wisconsin – Milwaukee  
Cashier's Office  
PO Box 500  
Milwaukee, WI 53201
2. *If paying via online banking* (check transfer), please put "child care" in the 'memo' field for all payments.
3. *Payments may be made in person* (using cash, check or debit card with pin#) at the UWM Cashier's Office, Mitchell Hall, Room 285, 3203 N. Downer Avenue.

Third-party payments made with MyWICChildCare EBT cards can be made by phone or online using the process established by the Wisconsin Department of Children and Families.

The UWM Children's Learning Center accepts public assistance vouchers/payments. Parents are required to discuss third party authorization with the Business Manager upon acceptance to the Center to review the Center's process for application of any additional discounts they may qualify for.