



Dear [Your Community or Families You Believe May Be Eligible],

The direct enrollment period for universal preschool is **STILL OPEN**. We're here to help you get connected.

As a proud participant of the Colorado Universal Preschool program, we want to connect you with **free funding** towards our high-quality preschool services. Last year, 62% of all eligible families in Colorado enrolled with participating providers. These programs saved families an average of **\$600 a month** on childcare!

From now until the end of the 2024-25 school year, non-IEP families can enroll directly through their chosen preschool provider for up to 15 hours of funding per week - and potentially more.

There are six simple steps to direct enrollment.

- **Step 1.** Log into an existing account at upk.colorado.gov, or create an account (one account per family). If you have not yet submitted an application, please continue with step 2.
- **Step 2.** Browse providers in your area and contact providers you are interested in to confirm whether or not they have a seat available. **We hope you consider checking out our program, [insert program name]!**
 - Tip. We strongly recommend engaging in a conversation with the provider in advance to increase the likelihood of a successful match and placement. **You can talk to us at [insert phone # and/or email].**
- **Step 3.** Once you confirm the provider has an available seat, let them know you will be adding them to your application.
- **Step 4.** Log into your application and make sure that the provider and program are listed in your application and in a selected status.
- **Step 5.** Once you save the updated selection, the provider will be able to immediately accept the match.
- **Step 6.** Once you receive and accept the match, you can complete the enrollment forms with the provider.

Now is the time to talk to us about enrolling your child in our program! Please see the 2024-25 Universal Preschool [Family Handbook](#) (pages 21 - 23) for more information.

Reach out to us today: **[Insert Your Contact Information]**

We can't wait to connect with you!

