

The State of Connecticut Office of Early Childhood will pay for all NAEYC accreditation fees incurred between **7/1/2022 and 6/30/2026**. NAEYC-eligible early care and education programs in the state of Connecticut may access this funding by following these steps:

1. The NAEYC accreditation portal ([ais.naeyc.org](https://ais.naeyc.org)) will indicate when a payment is due. Any time a payment is due, you will see a Task called “Payment” on the Program Dashboard checklist. When the “Task Status” is listed as “Pending”, that means that NAEYC is waiting for you to make a payment.

Task	Task Status	Link to page
Payment	Pending	View >

**Although the State of Connecticut Office of Early Childhood covers all accreditation fees, you need to click on the “View” button to access those funds and move forward in the NAEYC accreditation process.**

2. To access the funds from the State of Connecticut Office of Early Childhood, click on the “View” button on the Payment checklist item.
3. Once you click on the “View” button, you will be taken to a confirmation page that indicates that your payment is complete – no need to submit any additional payment details or paperwork!

**Shopping Cart** | Receipt

\*For purchases of Virtual Learning, ePubs and other downloadable products, check your email for download instructions.

Thank you for your order. Your confirmation number is:

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You may print this page for your records.

**IMPORTANT NOTE:** If you do not see a confirmation page and instead see a page that asks you to input credit card details or other payment information, **STOP!** Send an email to [accreditation.information@naeyc.org](mailto:accreditation.information@naeyc.org). In the email, provide your program ID number and let them know that you are located in the state of Connecticut and need to be given access to the State of Connecticut Office of Early Childhood funds. The NAEYC team will update their records accordingly. Once it is updated, repeat step 3.

4. Navigate back to the Accreditation Portal by clicking the “**Back to AIS**” button – DO NOT USE THE BROWSER’S BACK ARROW AS THIS CAN GENERATED A DUPLICATE INVOICE. You should now see a green check mark next to the payment item and the task status is “Completed (paid)”. You can now proceed with the next step of submitting your enrollment, application, report, etc.

#	Task	Task Status	Link to page
✓	Payment	Completed (paid)	View >