



2025/2026 UA Childcare Choice

Employee Reimbursement Program for Qualified Childcare Expenses

Reimbursement Calendar

Quarterly Deadlines

It is the employee's responsibility to submit the *Cost Form* referencing the program's **monthly and quarterly reimbursement deadlines**, in order to receive reimbursement in its entirety for the applicable pay period. Such forms may be submitted as frequently as every two weeks and **must** be submitted at least once a quarter.

Retroactive reimbursements from earlier quarters are not allowed; there are **no exceptions***.

Call (520) 621-1530 if you have questions.

Quarter	Childcare Occurring Between:	Last Day to Submit Forms
Quarter 1	July 1, 2025, to September 30, 2025	October 7, 2025
Quarter 2	October 1, 2025, to December 31, 2025	January 13, 2026
Quarter 3	January 1, 2026, to March 31, 2026	April 7, 2026
Quarter 4	April 1, 2026, to June 30, 2026	June 16, 2026

Reimbursement deadlines

Forms are due by **5:00 pm** MST on dates indicated below:

Forms Due			For Pay Day
Quarter 1	Tuesday	8/12/2025	8/22/2025
	Tuesday	8/26/2025	9/5/2025
	Tuesday	9/9/2025	9/19/2025
	Tuesday	9/23/2025	10/3/2025
	QUARTER 1 Due Tuesday: 10/7/2025		
	DEADLINE For Pay Day: 10/17/2025		
Quarter 2	Tuesday	10/21/2025	10/31/2025
	Tuesday	11/4/2025	11/14/2025
	Tuesday	11/18/2025	11/28/2025
	Tuesday	12/2/2025	12/12/2025
	Tuesday	12/16/2025	12/26/2025
	QUARTER 2 Due Tuesday: 1/13/2026		
	DEADLINE For Pay Day: 1/23/2026		

Forms Due			For Pay Day
Quarter 3	Tuesday	1/27/2026	2/6/2026
	Tuesday	2/10/2026	2/20/2026
	Tuesday	2/24/2026	3/6/2026
	Tuesday	3/10/2026	3/20/2026
	Tuesday	3/24/2026	4/3/2026
	QUARTER 3 Due Tuesday: 4/7/2026		
	DEADLINE For Pay Day: 4/17/2026		
Quarter 4	Tuesday	4/21/2026	5/1/2026
	Tuesday	5/5/2026	5/15/2026
	Tuesday	5/19/2026	5/29/2026
	Tuesday	6/2/2026	6/12/2026
	QUARTER 4 Due Tuesday: 6/16/2026		
	DEADLINE For Pay Day: 6/26/2026		

*Applicants approved mid-fiscal year have a one-time opportunity to claim any qualifying childcare expenses from the beginning of the quarter in which they were waitlisted.