

CDA: A Great Choice for Early Childhood Professionals

Our CDA course offers child care professionals, whether new to the field or interested in increasing their knowledge of early childhood education, an engaging learning experience. Students will earn up to 120 hours of training in one year beginning in January 2019. Please remember that class space is limited; be sure to register early.

Earn a credential that is nationally recognized, satisfies the qualifications of New Jersey's "Group Teacher" requirement, fulfills a core requirement of the NJ Infant/Toddler Credential, and supports standards within GNJK and the recommendations of NAEYC's accreditation standards!



Steps to Enroll in Child Care Connection's Child Development Associate Credential (CDA) Training

1. Visit the Council for Professional Recognition website: www.cdacouncil.org/credentials/apply-for-CDA.
 - Become familiar with the whole preparation/application/demonstration process.
 - You will need to choose the setting (Preschool, Infant/Toddler, or Family Child Care) that matches the setting with which you have or will have direct experience.
2. Become a NJ Workforce Registry member at: www.NJCCIS.com.
 - If you are already a member, simply confirm your membership ID number, and add it to your CDA Enrollment Form.
 - If you are not yet a member,
 - but were a PINJ member, use the "Existing PINJ User" button to transfer your PINJ account to the NJ Workforce Registry.
 - and were never a member, use the "Register" button to set up your membership. After responding to your confirmation e-mail, make note of your NJ Workforce Registry membership ID number.
 - Be sure that your membership is linked to the program where you are currently working.
 - If you are working for a program that participates in *Grow NJ Kids* or the child care subsidy program, you may be eligible for a scholarship. Use the *How to Apply for a Scholarship* guidance, found under *How-To Documents for Everyone* at the bottom of the NJ Workforce Registry home page. All scholarship eligibility questions must be addressed by the NJ Workforce Registry: 1-877-522-1050 or NJWorkforceRegistry@pcgus.com.
3. Complete and submit the Child Care Connection **2019 Child Development Associate Credential Enrollment Form** (page 4).
 - Read the *CDA Enrollment Information & Requirements* (page 2).
 - Submit your completed enrollment form to Child Care Connection.
4. Soon after you return your completed **2019 Child Development Associate Credential Enrollment Form** watch for a **2019 Child Development Associate Participation Agreement**. Please complete and return on or before the first class.

There are a limited number of FREE CDA training slots ~ respond promptly!



If you have questions or would like assistance with any step above, please contact us at 609-989-7940 or training@childcareconnection-nj.org.

CDA ENROLLMENT INFORMATION & REQUIREMENTS

Child Development Associate (CDA) Credential

CDA Credential Candidate Eligibility

The eligibility requirements to apply for a CDA Credential are as follows:

- You must have a high school diploma **or** be a high school junior or senior in an early education/child development Career and Technical Program.
- Any time before you apply: Complete 120 clock hours of professional education covering at least ten hours in each of the eight CDA Subject Areas.
- Within three years of applying: Obtain 480 hours of experience working with young children.
- Within six months of applying: Prepare a CDA Professional Portfolio according to the requirements outlined in the *CDA Competency Standards* book.

Be sure to review the CDA process by visiting the Council for Professional Recognition website:

www.cdacouncil.org

Textbooks/Setting

New students must identify which setting (Infant/Toddler, Preschool, or Family Child Care) they will be applying for when it comes time to complete their CDA Assessment with the Council for Professional Recognition. Visit the Council for Professional Recognition's website (www.cdacouncil.org) to become familiar with the assessment requirements that are related to your setting. Select the textbook that matches your work setting on the enrollment form (page 4). The set will include: *Essentials for Working with Young Children Textbook-2nd Edition*, *Essentials Workbook-2nd Edition*, and the *CDA Competency Standards Book* for the setting you identify.

NJ Workforce Registry

While you will not need to enroll in the CDA classes through the NJ Workforce Registry, providing your membership ID number is required so that your attendance can be uploaded to the Registry on a per-module basis. You will be able to use your NJ Workforce Registry training transcript to document your completion of 120 clock hours of formal CDA training.

Attendance

Classes will be held at Child Care Connection, 1001 Spruce St., Suite 201, in Trenton, New Jersey on Tuesdays from 6:00-8:30 pm. Students must attend class regularly, with no more than one absence permitted per three-month session. Child Care Connection does not hold CDA make-up classes; hours lost to absence will need to be compensated by registering and attending other topic-related training. Classes canceled by Child Care Connection due to snow or other emergencies will be rescheduled to another day of the week, generally within two weeks of the originally scheduled class.

Payment

Those who register after the limited number of free CDA training slots are filled will receive guidance on identifying eligibility and applying for available State scholarships. For those not assigned to a free or scholarship-supported slot, a minimum payment and textbook fee must be received two weeks prior to the start date of the selected module, session, or semester.

All fees are non-refundable and non-transferable.



January 8, 2019 -- December 10, 2019

All classes are held from 6:00 p.m. to 8:30 p.m. on the following Tuesdays:

Jan 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Feb 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

Mar 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Apr 2019						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Jun 2019						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Jul 2019						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Aug 2019						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Sep 2019						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Oct 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Nov 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Dec 2019						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Winter/Spring 2019 – Tuesday* 6:00-8:30pm (*In the event of a snow cancelation, class will be rescheduled for a different night of the week)

Health and Safety	Jan. 8, 15, 22, 29	Learning Environment	Feb. 5, 12, 19, 26
Physical Development	Mar. 5, 12, 19, 26	Cognitive Development	Apr. 2, 9, 16, 23
Communication Development	Apr. 30, May 7, 14, 21	Creative Development	May 28, Jun. 4, 11, 18

Summer/Fall 2019 – Tuesday 6:00-8:30pm (*In the event of a snow cancelation, class will be rescheduled for a different night of the week)

Self & Social Development	Jun. 25, Jul. 2, 9, 16	Guidance	Jul. 23, 30, Aug. 6, 13
Families	Aug. 20, 27, Sep. 3, 10	Observation	Sep. 17, 24, Oct. 1, (X 8), 15
Program Management	Oct. 22, 29, Nov. 5, 12	Professionalism	Nov. 19, 26, Dec. 3, 10



2019 CHILD DEVELOPMENT ASSOCIATE (CDA) CREDENTIAL

NAME:	
HOME ADDRESS:	
CITY, STATE & ZIP:	
HOME/CELL PHONE:	
E-MAIL:	
PROGRAM NAME:	
PROGRAM ADDRESS:	
WORK PHONE:	
NJ REGISTRY ID NUMBER:	

CDA ENROLLMENT OPTIONS

CHECK	SEMESTERS	COST	DATES
	WINTER SESSION <small>(minimum payment of \$130 due by 12/28/2018; second payment of \$130 due by 1/29/2019)</small>	\$260	Tuesdays: January 8, 2019 to March 26, 2019
	SPRING SESSION <small>(minimum payment of \$130 due by 3/5/2019; second payment of \$130 due by 4/9/2019)</small>	\$260	Tuesdays: April 2, 2019 to June 18, 2019
	FIRST SEMESTER - WINTER & SPRING <small>(minimum payment of \$260 due by 12/28/2018; second payment of \$260 due by 1/29/2019)</small>	\$520	Tuesdays: January 8, 2019 to June 18, 2019
	SUMMER SESSION <small>(minimum payment of \$130 due by 6/11/2019; second payment of \$130 due by 7/16/2019)</small>	\$260	Tuesdays: June 25, 2019 to September 10, 2019
	FALL SESSION <small>(minimum payment of \$130 due by 9/3/2019; second payment of \$130 due by 10/8/2019)</small>	\$260	Tuesdays: September 17, 2019 to December 10, 2019
	SECOND SEMESTER - SUMMER & FALL <small>(first payment of \$260 due by 6/11/2019; second payment \$260 due by 7/16/2019)</small>	\$520	Tuesdays: June 25, 2019 to December 10, 2019
	FULL YEAR - JANUARY 2019 — DECEMBER 2019 <small>(minimum payment of \$500 due by 12/28/2018; second payment of \$500 due by 1/29/2019)</small>	\$1000	Tuesdays: January 8, 2019 to December 10, 2019

New students will incur an additional textbook charge - see fees below.
Child Care Connection will purchase and distribute textbook sets at the first class.

You **MUST** check which CDA credential you are pursuing (the setting in which you'll be working when you apply for your CDA credential; this determines which textbooks you will receive).

TRAINING AMOUNT DUE: _____

TEXTBOOK AMOUNT DUE: \$112.00

TOTAL AMOUNT DUE: _____

<input type="checkbox"/> Infant/Toddler \$112 textbook	<input type="checkbox"/> Preschool \$112 text-	<input type="checkbox"/> Family Child Care \$112 textbook
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TOTAL AMOUNT ENCLOSED: _____

** BALANCE DUE: _____

** Check corresponding box if applying for a free CDA training slot or scholarship —>

Applying for FREE CDA Training & Textbook
(no fee due at this time—slots filled on a first-come, first-served basis)

Applying for State/Registry Scholarship
(no fee due at this time—pending scholarship award)

SUBMIT COMPLETED FORM WITH PAYMENT TO:



Child Care Connection
1001 Spruce St., Suite 201
Trenton, NJ 08638-3957

FAX: 609-989-8060
e-mail: training@ccc-nj.org

*WITH PAYMENT if not applying for or eligible for FREE or scholarship slot

ALL FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE!