EARLY CHILDHOOD EDUCATION

PRE APPRENTICESHIP

SOUTHWESTERN ILLINOIS COLLEGE

WHAT YOU SHOULD KNOW

- EARN THREE COLLEGE-LEVEL COURSES (NINE CREDIT HOURS)
- COMPLETION OF CDA CREDENTIAL (ADDITIONAL 6 CREDIT HOURS UPON COMPLETION)
- OBTAIN FOOD SERVICE MANAGER CERTIFICATION, CPR & FIRST AID CERTIFICATION
- RECEIVE LEVEL 1 WORKFORCE CERTIFICATE FROM SWIC
- BECOME ELIGIBLE TO MOVE INTO THE SWIC ECE APPRENTICESHIP PROGRAM

HOW TO GET STARTED

Interested employees must confirm eligibility to participate in the SWIC ECE Pre-Apprenticeship Program with their direct supervisor. (*See Checklist on back for details*)

WHO TO CONTACT: SWIC Early Childhood Education

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ECE Special Projects Coordinator
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EMPLOYER RESPONSIBILITIES

01 PROVIDE
500 hours of paid work experience to all participants

02 PROVIDE
a schedule of wage increases & secure tuition funding

03 PROVIDE
a mentoring teacher for the pre-apprentice

PRE APPRENTICESHIP CHECKLIST

- [ ] **STEP 1** CONFIRM ELIGIBILITY FOR SWIC ECE PRE-APPRENTICESHIP WITH YOUR CENTER SUPERVISOR

- [ ] **STEP 2** SUBMIT REQUIREMENTS FOR BECOMING A STUDENT AT SWIC, REQUEST OFFICIAL TRANSCRIPTS, & SUBMIT FINANCIAL AID

- [ ] **STEP 3** CONTACT SWIC ECE SUCCESS COACH TO BEGIN THE ENROLLMENT PROCESS AND DISCUSS ACADEMIC PLAN

- [ ] **STEP 4** ENROLL IN YOUR EDUCATIONAL HOURS REQUIRED FOR THE CDA CREDENTIAL

WHEN PERMISSION TO ENROLL HAS BEEN GRANTED, STUDENTS WILL SEARCH FOR THE SPECIFIC COURSE NUMBER AND SELF-ENROLL.

ENROLL IN THE FOLLOWING SWIC ECE COURSES:

- ECE 110 INTRODUCTION TO EARLY CHILDHOOD EDUCATION
- ECE 112 GROWTH AND DEVELOPMENT OF CHILDREN
- ECE 114 CHILD HEALTH MAINTENANCE

- [ ] **STEP 5** PREPARE YOUR CDA®

IN CONJUNCTION WITH ENROLLING IN YOUR EDUCATIONAL HOURS, CONTACT THE SWIC SPECIAL PROJECT COORDINATOR TO PREPARE FOR YOUR CDA.

YOUR CDA PORTFOLIO IS A COLLECTION OF REFERENCE MATERIALS RELATED TO YOUR WORK WITH CHILDREN AND FAMILIES. YOU WILL FIND DETAILED PREPARATION INSTRUCTIONS IN THE GREEN PRESCHOOL EDITION OF THE CDA COMPETENCY STANDARDS BOOK.

- [ ] **STEP 6** PREPARE FOR THE FINAL ASSESSMENT

- SELECT A CDA PROFESSIONAL DEVELOPMENT (PD) SPECIALIST™ TO CONDUCT YOUR CDA VERIFICATION VISIT®, WHICH IS PART OF YOUR FINAL ASSESSMENT. YOUR PD SPECIALIST WILL REVIEW YOUR PROFESSIONAL PORTFOLIO, OBSERVE YOU WORKING WITH THE CHILDREN, COMPLETE A REFLECTIVE DIALOGUE WITH YOU, AND SUBMIT SCORE RECOMMENDATIONS TO THE COUNCIL.

- ALL ACTIVE CDA PD SPECIALISTS CAN BE FOUND AND SELECTED IN YOURCOUNCIL. TO ACCESS THE FIND-A-PD SPECIALIST TOOL, LOGIN TO YOURCOUNCIL AND CLICK THE FIND A PDS BUTTON LOCATED ON THE LEFT SIDE MENU. IF YOU DO NOT HAVE A YOURCOUNCIL ACCOUNT, VISIT YOURCOUNCIL.ORG AND CLICK THE OPTION TO CREATE AN ACCOUNT UNDER THE LOGIN BUTTON. NEED HELP? CHECK OUT THESE VIDEO RESOURCES TO LEARN HOW TO CREATE AN ACCOUNT AND APPLY ONLINE.

- TO LEARN MORE ABOUT CDA CREDENTIALING PROCESS GO TO **CDACOUNCIL.ORG**