

# Early Childhood Education

Community College Professional Development Handbook

· March 2015 ·



A Guide to Alameda County  
Educational Programs and Resources



# INTRODUCTION

**E**arly educators and caregivers play a key role in young children's development. Advances in the study of brain development have demonstrated that **the early years are the foundation for learning.**

(Dr. Jack Shonkoff, Center on the Developing Child - Harvard University.)

**B**ecause these years are so important, it is important that teachers and caregivers receive the best possible training and education. With that in mind, this book provides information on career options, community college programs within Alameda County, and statewide professional permitting for early childhood professionals. With this information, we hope to help students get the best possible preparation for a career working with young children.

***Disclaimer:** This booklet contains information prepared for use by students and potential students studying to be early childhood teachers. It is not an admission to college. The information may change so it is imperative that the college web site be checked. The authors do not accept liability for any errors or omissions in the contents of this message.*



## WHAT IS ECD/CHDEV/ECS?

The study of young children is called Early Childhood Development (ECD), Child Development (CHDEV) or Early Childhood Studies (ECS), depending on the college. No matter what the title, all programs include classes on topics such as child development, principles of early childhood education and curriculum design. Programs at the Alameda County colleges foster professional development through a combination of academic and hands-on courses.



## WHAT ARE THE CAREER OPTIONS IN THE EARLY CARE AND EDUCATION PROFESSION (ECE)?

Your education will determine what careers you are qualified for. Early childhood education is a rapidly growing field. Child development professionals work directly with children and families in a wide variety of settings. A degree in early childhood education can be a stepping stone to many different family - and child-centered careers.

## WHAT CAN I DO WITH MY EDUCATION?

With the appropriate classes or an AA/AS degree, you can be prepared for the following jobs:

- **Center-Based Early Care and Education settings and Before- and After-School Programs** – Aide, Teacher, Site Supervisor.
- **Home-Based Settings** – Family Child Care Provider, Nanny or Au Pair, Home Visitor.
- **Elementary School Settings** – Instructional Assistant, Teacher’s Aide, Para-Professional Educator.

Classes in early childhood are also a foundational preparation for an advanced degree with which you can enter these careers:

**Center-Based Early Care and Education settings and Before- and After-School programs** – Center Director.

**Social and Community Services** – Social and Child Welfare Case worker, Child and Family Public Policy Specialist, Child and Family Advocate, Early Interventionist.

**Elementary School Settings** – Credentialed Teacher (Transitional Kindergarten to 3<sup>rd</sup> grade), Special Education Teacher.

**Health Related Fields** – Mental Health Consultant, Pediatric Nurse, Speech and Physical Therapist, Educational Specialist.

## I WANT TO ATTEND COMMUNITY COLLEGE. WHAT IS NEXT?

The California Community Colleges system consists of over 100 colleges throughout the state. Each college offers a diverse array of educational programs, with specializations that reflect the unique character of the local region.

A broad range of student goals can be met by the California Community Colleges, from associate degree and university transfer to professional training and advancements with certificates. There are many student services to help students choose their path and stay on it, including academic advising, financial aid, tutoring, early care and education for their children, and much more.

Most of the colleges also offer alternative modes of taking classes, such as online and hybrid courses. Costs are very low compared to other higher education options, and admission is open to all.

## WHAT COLLEGE OPPORTUNITIES ARE AVAILABLE IN ALAMEDA COUNTY TO PREPARE ME TO WORK IN ECE?

In Alameda County there are four (4) Community Colleges that offer an Associate of Arts Degree, Associate for Transfer Degree and certificate programs in the field of early care and education. Courses are offered in the morning, afternoon, evening and on Saturdays. Courses are also offered online, and in a hybrid format that combines conventional and online classes. If you are interested in completing a BA degree after the AA, you can transfer to a four-year college.



## THE FOUR ALAMEDA COUNTY COMMUNITY COLLEGES

### CHABOT COLLEGE

**Chabot-Las Positas Community College District**

**Address:** 25555 Hesperian Boulevard,  
Hayward 94545

**Tel:** 510.723.6600

**Website:** <http://www.chabotcollege.edu/ecd/courses.asp>

**Program:** Early Childhood Development (ECD)

### LAS POSITAS COLLEGE

**Chabot-Las Positas Community College District**

**Address:** 3000 Campus Hill Drive,  
Livermore 94551

**Tel:** 925.424.1000

**Website:** <http://www.laspositascollege.edu/ECD/>

**Program:** Early Childhood Development (ECD)

### MERRITT COLLEGE

**Peralta Community College District**

**Address:** 12500 Campus Drive, A-112,  
Oakland 94619

**Tel:** 510.531.4911

**Website:** <http://www.merritt.edu/wp/chdev/>

**Program:** Child Development (CHDEV)

### OHLONE COLLEGE

**Ohlone Community College District**

**Address:** 43600 Mission Boulevard, Fremont 94539

**Tel:** 510.659.6000

**Website:** <http://www.ohlone.edu/instr/ecs/>

**Program:** Early Childhood Studies (ECS)





## HOW DO I APPLY TO A LOCAL COMMUNITY COLLEGE?

California Community Colleges use an interactive tool called CCCApply. Students can apply to a community college any time and start the next semester. This site offers several tools to help you find the educational program and college that is right for you. To apply for regular admission to a California community college, log onto [www.cccapply.org](http://www.cccapply.org). Select a college from the drop down menu in the 'Apply Today' link. Once you select the college, your application data will automatically be directed to the college of your choice. Be sure to read the admission application requirements carefully. Each college sets its own requirements. When you apply, it is important that you declare a major. The name of the major varies slightly from college to college.

- Merritt College: Child Development (CHDEV)
- Chabot and Las Positas Colleges: Early Childhood Development (ECD)
- Ohlone College: Early Childhood Studies (ECS)

Once you have successfully applied at CCCApply, the college of your choice will contact you via email within 48 hours. The college will assign you a secure student identification (ID) number. This number will allow you to access services on campus.

## CAN I AFFORD COLLEGE?

There are several ways to apply for financial assistance if you need it, including federal financial aid, fee waivers, loans, grants, and scholarships. You can explore your options before applying for assistance at <http://home.cccapply.org/money/>. Using your assigned student ID number, you can also directly contact the financial aid office at your home college. The two most commonly used applications for financial assistance are the Free Application for Federal Student Aid (FAFSA) and the Board of Governors (BOG) Fee Waiver available on the web site above or on your college web site.

## I HAVE BEEN ADMITTED TO THE LOCAL COMMUNITY COLLEGE, NOW WHAT DO I DO TO REGISTER FOR CLASSES?

The process may be a little different for each campus but there are four (4) main steps:

- **Orientation**
- **Assessment**
- **Meeting with a college counselor to develop a Student Education Plan (SEP) that lays out a course of study**
- **Register/enroll for classes based on your SEP as a guide**

## CAN I TAKE CLASSES AT MORE THAN ONE COMMUNITY COLLEGE?

Yes, you will need to apply to each college through CCC Apply. Be sure to check the box that indicates you are working on a career goal. Through the Curriculum Alignment Project (CAP) many early childhood education courses are similar and accepted at each of the four colleges.

## IS SOMEONE AVAILABLE TO HELP ME THROUGH THE PROCESS?

Yes. Faculty and staff are available to meet with new students to discuss class options, certificates and degrees, and career choices. You will need to make an appointment. Office hours are posted in the faculty area. You can also visit the department web site. Some faculty members also have web sites.

## WHAT ARE CERTIFICATES?

Certificates are short courses of study that begin to prepare students for job-related requirements. The first early childhood certificate is an entry-level certificate. Many certificate programs can be completed in one year for full time students, while others are designed to be completed over a longer period. Students are advised to consult an academic counselor.

## WHY WOULD I WANT A DEGREE IN EARLY CHILDHOOD EDUCATION?

Degrees are important for quality care and education. Research shows that the more education a teacher has the better quality of care and education they provide to children. (Preschool Policy Matters, <http://nieer.org/resources/policybriefs/2.pdf>)

## WHAT IS THE DIFFERENCE BETWEEN AN ASSOCIATE OF ARTS (AA/AS) AND A BACCALAUREATE DEGREE (BA/BS) IN PREPARING ME FOR WORK?

AA Degrees are offered by community colleges and allow students to work as the lead teacher in most programs in California. Some programs, such as Head Start, may require the lead teacher to hold a BA/BS awarded by four-year colleges or universities. Both AA Degrees and BA/BS Degrees require general education and early childhood courses.

## HOW DO I PREPARE TO TRANSFER FROM COMMUNITY COLLEGE TO A 4 YEAR COLLEGE OR UNIVERSITY?

Students must see a counselor to develop a student education plan for transfer. The main objective of transfer programs is to assist students in the development and achievement of educational goals, specifically those involving transfer to 4-year colleges and universities. In order to be eligible to transfer to a California 4-year college or university, a grade of “C” or higher is required in each of the following General Education “Golden Four” courses and 60 transferable units:

- **Oral Communication:** A basic public speaking course.
- **Written Communication:** Typically, a freshman composition course that emphasizes essay writing or reading and writing concurrently.
- **Critical Thinking:** Typically, a second semester composition or writing course or a course in reasoning and effective argumentative writing.
- **Mathematics:** This course must be beyond intermediate algebra.

## ARE A CERTIFICATE AND A CHILD DEVELOPMENT PERMIT THE SAME?

No. Certificates are issued by the colleges and vary from college-to-college. In California a Child Development permit is a document issued by the California Commission on Teacher Credentialing (CCTC) for those working with young children. Applicants can qualify and apply for different levels of permits based on their education and experience. The CCTC has developed a permit matrix that outlines the requirements for each permit level. All publicly-funded programs and increasingly more private programs are requiring a Child Development Permit for all employees.

## WHAT ARE THE PERMIT LEVELS?

There are six levels of Child Development Permits, each with its own set of requirements and each authorizing the holder to perform different levels of service in child development programs:

- Child Development Assistant Permit
- Child Development Associate Teacher Permit
- Child Development Teacher Permit
- Child Development Master Teacher Permit
- Child Development Site Supervisor Permit
- Child Development Program Director Permit

Individuals must meet all of the requirements listed in one of the available levels. Individuals should review all available options and complete the one that best reflects their own education and experience. For additional information on the California Child Development Permit go to [www.ctc.ca.gov](http://www.ctc.ca.gov).

## WHAT ARE THE STEPS TO APPLY FOR A CHILD DEVELOPMENT PERMIT?

All forms are found on the Commission on Teacher Credentialing (CTC) website: [www.ctc.ca.gov/credentials/leaflets.html](http://www.ctc.ca.gov/credentials/leaflets.html) OR you might need to start directly at the home page of CTC [www.ctc.ca.gov](http://www.ctc.ca.gov).

- See if your college ECE department has a permit advisor who can help you apply for a permit, and advise you on the classes needed for the different permit levels.
- Get your fingerprints done. Even if you have been fingerprinted for employment you must submit the 41-LS form which shows that you have had your fingerprints taken for the Commission on Teacher Credentialing
- Order official transcripts from all colleges you have attended. (Do not open the transcript envelope.)
- Complete all forms.
- Sign and date as required. **INCOMPLETE APPLICATIONS WILL BE RETURNED TO YOU.**
- **There is a fee for the permit so be sure to check the CTC website for current cost.**
- Make a copy for yourself before mailing.

Currently (2014-15) California has grant funding to reimburse applicants for some of the fees required to obtain a Child Development Permit. See the resource section for information on possible reimbursement for Child Development Permit applications.





## HOW LONG IS A CHILD DEVELOPMENT PERMIT VALID?

A permit is valid for five (5) years. To renew a Child Development Permit, with the exception of the Associate Teacher, a permit holder must follow the five-year renewal cycle requirements as stated in the CCTC publication *The California Professional Growth Manual for Child Development Permits*. This renewal process includes the completion of 105 clock hours of professional growth activities planned in consultation with a professional growth advisor. You will select a Professional Growth Advisor. This is a person who you feel can best guide the development of your professional goals and plans. That person should hold a permit or credential in at least one of your permit/credential areas. It would be most appropriate to select someone who works in an area closely related to your own area of assignment. You can find a professional growth advisor at this link: [www.childdevelopment.org/cs/cdte/search/advisor](http://www.childdevelopment.org/cs/cdte/search/advisor)

To renew the Associate Teacher Permit, the permit holder must complete an additional 15 semester units toward the Teacher Permit within the initial five-year period. During the second five-year permit period, the permit holder will be expected to complete the remaining requirements for the Teacher Permit.

# Resources

In this section you will find information on a variety of resources that can help your journey into and through the field of early care and education.

## **Child Development Training Consortium (CDTC)**

- [www.childdevelopment.org](http://www.childdevelopment.org)
- CDTC promotes high quality early education to California's children and families by providing financial and technical assistance to child development students and professionals.

## **California Early Childhood Mentor Program (CECMP)**

- <http://www.ecementor.org>
- The California Early Childhood Mentor Program provides resources and support to aspiring and experienced teachers and administrators in programs serving children birth to five and before- and after-school programs. The Mentor Program provides stipends and professional development support to Mentor Teachers who guide college students in Early Care & Education and Director Mentors who provide resources and expertise to new directors and administrators facing new challenges.

## **Early Care & Education Workforce Registry**

- [www.caregistry.org](http://www.caregistry.org)
- "The California ECE Workforce Registry is a state, regional and local collaboration designed to track and promote the education, training and experience of the early care and education workforce for the purpose of improving professionalism and workforce quality to positively impact children."

## **California Resource and Referral Agencies (R & R's)**

- The California Child Care Resource & Referral Network is composed of agencies that promote affordable, accessible, quality child care across the state and play a lead role in helping create awareness about child care issues locally and statewide. The three Alameda County R & R's are:
- 4 C's - [www.4c-alameda.org](http://www.4c-alameda.org)
- Bananas - [www.bananasinc.org](http://www.bananasinc.org)
- Child Care Links - [www.childcarelinks.org](http://www.childcarelinks.org)

## **National Association for the Education of Young Children (NAEYC)**

- [www.naeyc.org/content/about-naeyc](http://www.naeyc.org/content/about-naeyc)
- NAEYC is the world's largest professional organization working on behalf of young children. You can find information on membership, conferences, and professional development and teaching resources.

## **First 5 Alameda County**

- [www.first5alameda.org](http://www.first5alameda.org)
- First 5, both at the county and state level, funds various programs to improve the quality of children's lives. These include programs to support the education and professional development of the early care and education workforce. Check with your local community college or resource and referral agency to see what opportunities might be available.







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[www.First5Alameda.org](http://www.First5Alameda.org)