

Early Childhood Program Administration

Certificate Program

ECP1

Updated: 5/06/2015
Effective Term: 201516

Curriculum

Program-Specific Core – Total of 9 Hours

- ECCE 1103 *Child Growth & Development* (3)
- ECCE 2320 *Program Admin/Facility Mgmt* (3)
- ECCE 2322 *Personnel Management* (3)

Total: 9 Hours

Program Description

The Early Childhood Program Administration technical certificate of credit is a sequence of three courses designed to prepare students for a job as manager of a Childcare Learning Center or a Group Day Care Center. The program emphasizes child growth and development and management and administration issues involved in managing a child care center. Graduates have qualifications to be employed in early care and education settings including child care centers, Head Start, and Georgia Pre-K programs.

Program Specific Information

Students are accepted every semester based on course and space availability.
Students must complete ALL COURSES with a grade of C or higher in order to graduate.

Industry Certification Preparation

This certificate meets the Bright from the Start/Day Care licensing Director teaching credential requirements.

Additional Requirements

The State of Georgia has a law regarding the placement of persons with criminal records in childcare facilities. Anyone who has been convicted of a felony offense, neglecting or abusing a dependent person, a sexual offense, or any other "covered crime" will not be allowed to work in a childcare facility. If you are affected by this law, or think you may be, discuss your situation immediately with your advisor. Because your employment options may be severely limited in the early childhood profession, a person who has received an unsatisfactory criminal records check is discouraged from pursuing this program of study and may need to reconsider their chosen field of study. Prior to beginning clinical/internship courses, students must order and pay for a background check and meet background check screening requirements as required by the clinical facility. Cost is approximately \$50.

Also, all applicants must have postsecondary credentials, a Child Development Associate (CDA) credential, or approval of the department chair to complete this program.

Program Length & Availability

1 Semester
Campus Availability: Oakwood

Admissions Requirements

- Must be 18 years of age.
- High school diploma or GED is required prior to admission.
(*Official transcripts or GED scores must be submitted from all colleges and/or high schools attended for credit.*)
- ACCUPLACER Testing, or submit SAT, ACT, CPE, COMPASS, or ASSET test scores.

Financial Aid

This program is not eligible for the Pell Grant, but may be eligible for Institutional and State Financial Aid. Contact a Financial Aid Counselor for eligibility requirements and application materials.

For more information about our graduation rates, the median debt of students who complete programs, and other important information please visit our website:
<http://www.laniertech.edu/GE.aspx>