

**THE VERMONT CHILD CARE INDUSTRY AND CAREERS COUNCIL  
PRESENTS FOUR TUITION-FREE COLLEGE COURSES!  
IN PARTNERSHIP WITH COMMUNITY COLLEGE OF VERMONT (CCV)**

**CLASSES START THE WEEK OF JANUARY 25, 2010**

**INFANT AND TODDLER DEVELOPMENT AND CARE**  
*(Vermont State Colleges' Course # PSY 2020)*

This course explores processes of human development from conception through 36 months of age. Emphasis is on the physical, emotional, social, language and intellectual growth of infants and toddlers. Topics include: developmental theories and research, assessment tools, inclusion, and design of curriculum for infants and toddlers. This course is specifically designed for the early childhood setting, so students will have many opportunities to learn skills that can be applied directly to the workplace with young children.

**Weekly observations of this age group are required.**

Great for first time students as well as those with previous experience.

**Offered in Burlington (Thursday nights) 6:15-9:15 January 28-May 6, 2010**      Instructor: Erica Green

---

**DEVELOPMENT OF THE YOUNG CHILD: AGES 3-8**  
*(Vermont State Colleges' Course # PSY 2025)*

This course explores processes of human development from 3 to 8 years-of-age. Emphasis is on the physical, emotional, social, and intellectual growth of the child. Topics include: developmental theories and research, assessment tools, design of and inclusive integrated curriculum, and the concept of transition.

**Weekly observations of this age group are required.**

**Offered in St. Albans (Monday nights) 6-9pm January 25-May 3, 2010**      Instructor: LouAnn Beninati

**Offered in Rutland (Monday nights) 6-9pm January 25-May 3, 2010**      Instructor: Rebecca Webb

---

**PROGRAM MANAGEMENT FOR EARLY CHILDHOOD EDUCATION**  
*(Vermont State Colleges' Course # EDU-2042)*

The course is designed to provide an overview of the role and responsibilities of the early childhood program administrator. Topics will include: philosophy and design, personnel and resource management, and legal and financial considerations. Students will develop skills and identify resources to better prepare themselves for meeting the challenges faced by early childhood administrators.

**This is an advanced level class/** Previous college experience is recommended, but not required.

Students who have not taken an on line class MUST take the free workshop offered at CCV prior to class starting

**Offered as a hybrid out of BURLINGTON**

**Class will meet face to face from 6:15-9:15 the following Tuesdays Jan 26, Feb 16, March 16, April 13 and May 4--**

**The remainder of coursework will be provided on line**

**January 26-May 4, 2010**

**Instructor: Melissa Riegel-Garrett**

**DEADLINE FOR APPLICATIONS IS JANUARY 13, 2010**

**Please see page 2 for book ordering information and application fees!**

---

Students will receive three undergraduate college credits from Community College of Vermont for each course successfully completed. The tuition is provided through grants awarded to the Vermont Child Care Industry and Careers Council, Inc. to support the professional development of Vermont's child care workforce.

---

### Who is eligible to apply?

As space allows, VCCICC courses are open to:

- Child care apprentices and on the job trainees registered with the VT Department of Labor
- Staff and management working in licensed child care programs
- Family child care providers
- School-age care providers and
- Others working with young children

#### **For non-apprentice students:**

- **A \$50 application fee is required, made payable to VCCICC.** If you are placed on a waitlist or cancel your seat 48 hours before classes start, this fee will be returned.
- FYI-Full cost for tuition and application fee for a 3 credit course at CCV is \$648.00.
- Non-apprentice students are responsible for purchasing your own textbooks. Please see below for specific information.

### Apprentices will receive their textbooks on or before the first night of class

### BOOK TITLES

**BURLINGTON STUDENTS-PLEASE PURCHASE YOUR TEXTBOOKS THROUGH AMAZON.COM, CHEAPBOOKS.COM OR OTHER ON LINE BOOKSTORES**

**ST. ALBANS AND RUTLAND STUDENTS-YOU MAY ORDER YOUR TEXTBOOKS THROUGH ED\*MAP OR ON LINE BOOKSTORES LISTED ABOVE**

#### **INFANT TODDLER DEVELOPMENT and CARE (PSY 2020) (BURLINGTON)**

The Power of Observation, Second Edition Jablon, Dombro, Dichtelmiller © 1999, 2007 ISBN# 1-933-02152-7

Theories of Childhood, An Introduction to... Mooney © 2000 ISBN#1-884834-85-X

Infants and Children, Prenatal through Middle Childhood 6<sup>th</sup> Edition Berk © 2005 ISBN# 0-205-54161-5

Developmentally Appropriate Practice, Revised Edition NAEYC © 1997 ISBN# 0-935989-79-X **(PLEASE ORDER DIRECTLY THROUGH NAEYC 1-800-424-2460)**

#### **DEVELOPMENT OF THE YOUNG CHILD: AGES 3-8 (PSY 2025) (RUTLAND and ST. ALBANS)**

The Power of Observation, Second Edition Jablon, Dombro, Dichtelmiller © 1999, 2007 ISBN# 1-933-02152-7

Theories of Childhood, An Introduction to... Mooney © 2000 ISBN#1-884834-85-X

Infants and Children, Prenatal through Middle Childhood 6<sup>th</sup> Edition Berk © 2005 ISBN# 0-205-54161-5

Developmentally Appropriate Practice, Revised Edition NAEYC © 1997 ISBN# 0-935989-79-X **(PLEASE ORDER DIRECTLY THROUGH NAEYC 1-800-424-2460)**

#### **PROGRAM MANAGEMENT (EDU 2042) (HYBRID—BURLINGTON/ONLINE)**

Developing and Administering a Child Care and Education Program, 6<sup>th</sup> Edition Sciarra, Dorsey © Delmar/Cengage Learning ISBN#1-4180-0168-6

Developmentally Appropriate Practice, Revised Edition NAEYC © 1997 ISBN# 0-935989-79-X **(PLEASE ORDER DIRECTLY THROUGH NAEYC 1-800-424-2460)**

If you have questions about these courses and/or required enrollment paperwork, please contact the Vermont Child Care Industry & Careers Council at (802) 985-2700.

## How To Apply?

**Step One:** If you have never taken classes at CCV (or another VT state college), or it has been more than 3 semesters since your last course, please go to [www.ccv.edu/apply/](http://www.ccv.edu/apply/), complete and electronically submit your CCV Admission Form.

*If you do not have access to the Internet at home or work, your local library or Community College of Vermont office can assist you with access to a computer. CCV staff is also available for those needing help to complete the on-line application. If none of the above options work for you, please contact VCCICC (802) 985-2700 for assistance.*

**Wait 24 hours, and then...** ALL STUDENTS (who are not currently enrolled as a CCV student) must contact your local CCV office

**CCV, Burlington, 119 Pearl St. 865-4422**

**CCV Rutland, 24 Evelyn St., 786-6996**

**CCV St. Albans, 142 South Main St., 524-6541**

If you are not in a degree program, please ask to speak to an on call advisor:

### **Questions for the CCV Advisor**

1. Ask if your student information is in the CCV computer.
2. Ask if you will be accepted as a CCV student (get name of CCV Academic Advisor) for page 6 or,
3. If you need to take the basic skills assessment, ask if you need to schedule an appointment for this assessment.

Please Note: A minimum score of 85 in READING COMPREHENSION and SENTENCE STRUCTURE is required. MATH ASSESSMENT is not needed for enrollment in classes offered through the VCCICC.

**For students who do not score an 85 or higher on the Reading Comprehension and/or Sentence Structure basic skills assessments, please see an advisor at CCV.**

The following options are available:

- 1) Spend time studying, using the practice website, and schedule a date to re-take assessments.
- 2) Enroll in appropriate basic skills courses (offered through CCV, Adult Basic Education or through a private tutor) to build the necessary skills for success.
- 3) Obtain course-by-course approval by a CCV academic advisor.

A practice site for the assessment is available at [http://www.testprepreview.com/accuplacer\\_practice.htm](http://www.testprepreview.com/accuplacer_practice.htm)

**\*\* Students who have a documented learning disability must inform an academic advisor of their needs so that CCV can provide reasonable accommodation in taking basic skills assessments \*\***

*During the admissions process, students may be exempted from basic skills assessment by a CCV academic advisor. Generally, an advisor exempts only students who meet one of the following criteria:*

- *the student has earned a college degree;*
- *the student can provide documentation of successful completion of equivalent college-level courses*

*Exemptions are granted on a case-by-case basis.*

**Step Two:** Collect items needed for your VCCICC enrollment packet (pages 5, 6, 7 and your fee) and mail to the Vermont Child Care Industry and Careers Council (VCCICC) **by January 13, 2010**



WHILE YOUR INITIAL COLLEGE ADMISSION FORM MUST BE SUBMITTED  
ON-LINE WITH CCV **ALL ENROLLMENT PACKETS MUST BE RETURNED**  
**TO AND PROCESSED THROUGH THE VT CHILD CARE INDUSTRY AND CAREERS COUNCIL**



**Following the January 13, 2009 deadline,** your completed application packet will be forwarded to your local CCV office for formal acceptance as a student. You will then be notified of your status in the class.

**Step Three: For non-apprentice students:** Rutland and St. Albans students--Please order your textbooks through EdMap.com. Burlington students—please order your books through Amazon.com or other on line vendors.

Once your registration with CCV is official, sign into Blackboard and you will see the course you are enrolled in listed in the right hand corner of the screen. For additional support, please contact your local CCV office.

**Step Four:** Attend first night of class!

Please note: all participants in a Vermont Child Care Industry and Careers Council course are also students of CCV and subject to CCV policies.

These courses were developed collaboratively with many in the field of early care and education, including the Vermont Child Care Apprenticeship Program and Community College of Vermont.



## Are you aware of the professional development opportunities the VT Child Care Industry and Careers Council supports?



### Registered Apprenticeship

The VT Child Care Apprenticeship Program (VCCAP) is a training program that matches mentors (head teachers, assistant directors, program coordinators, directors, etc.) with less experienced staff (assistant teachers, individual aids, paraprofessionals, etc.) for formal training in the field of child care. VCCAP follows the tradition of registered apprenticeship, which combines supervised on-the-job training with 297 hours of formal training hours over a 2-year time period. These training hours include 6 tuition-free college courses (18 credits!) in the field of early care and education along with 4,000 hours of formal on-the-job training.

### On-the Job Training

1,000 hours of supervised work time in a regulated program. This may be a licensed center or home, an afterschool program or a Department of Education setting. Community based training or college courses are required (55 hours of training). On-the Job trainees are welcome in the classes offered for registered apprentices with application fees waived.

### Certificates of Proficiency

High School Technical Center students

An opportunity to work with a mentor, hone skills on the job in daily activities such as Engaging a Child in Conversation, Handwashing, etc., write a report, be interviewed and observed by an Independent Assessor in each skill mastered. Certificates are signed by the Governor, a representative from the Department of Education, the Department for Children and Families, the Department of Labor and the VT Child Care Industry and Careers Council. Each Certificate has Work Process hours that can translate into the Registered Child Care Apprenticeship Program. Level I tasks=50 hours, Level II tasks=75 hours, Level III=100 hours towards the 4,000 hours of on the job training required.

### Tuition free college courses

A cycle of 6 college courses are offered, one per semester, each worth 3 credits for successful completion. After enrollment of registered apprentices, these are open to the child care community and others working with children. An application fee of \$50.00 is charged and students are expected to pay for their textbooks, which can range from \$60.00 to \$166.50, depending on the course. Currently, these are offered through Community College of VT. Note: CCV currently charges \$191 per credit plus a \$50 application fee.

**PLEASE KEEP THESE PAGES FOR YOUR RECORDS**

Please visit our website at [www.vtchildcareindustry.org](http://www.vtchildcareindustry.org) or call the office for more information!

**Vermont Child Care Industry and Careers Council, Inc. (VCCICC)  
APPLICATION TO ENROLL**

Name: \_\_\_\_\_ (Please Print Clearly)

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Are you a registered family child care provider? Yes No

Do you work in a Licensed Child Care Center? Yes No

Do you work in a Dept. of Education setting? Yes No

Do you work for Head Start? Yes No

Name of program where you work: \_\_\_\_\_

Is your program accredited? Yes No In the process of accreditation? Yes No

Participating in the VT Step Ahead Recognition System (STARS) Yes \_\_\_ # of Stars \_\_\_ No \_\_\_

*Length of time employed in the field (caring for children and youth)*

\_\_\_\_\_ Months \_\_\_\_\_ Years

*Number of children directly in my care:* \_\_\_\_\_

**This is the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, or 6<sup>th</sup> course sponsored through the VT Child Care Apprenticeship Program that I have participated in. (Circle One)**

2. Where do you hope to take the course? (Circle one)

<u><b>Infant Toddler Development and Care</b></u>  Burlington	<u><b>Development of the Young Child: Ages 3-8</b></u>  St. Albans  Rutland	<u><b>Program Management</b></u>  Burlington-Hybrid
---	---	---

My VCCICC Enrollment Packet Includes:

\_\_\_\_\_ VCCICC Application to Enroll (pages 5 and 6)

\_\_\_\_\_ CCV Contracted Course Registration Form (page 7)

**All students** not currently attending CCV classes must include the following information:

I have spoken to \_\_\_\_\_ and been approved as a CCV student.  
Name of CCV Advisor

\_\_\_\_\_ \$50 non-refundable application fee (Payable to **VCCICC**)

(This fee is waived for those registered in a training program through the VT Department of Labor/VT Child Care Industry and Careers Council)

*If accepted into this course I will make every effort to attend all classes and complete assignments. If I find I am unable to attend I will notify VCCICC as soon as possible.*

***I understand that state, federal and private funds are being used to fund this course. I agree to share pertinent information for the Council's data collection needs, including how this course may impact on my income and work as a child care provider. This information will be used for grant writing and reporting.***

*I give permission to Community College of Vermont to confirm my participation in this class and to release my final grade to the VT Child Care Industry & Careers Council, Inc.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Social Security number: \_\_\_\_\_

**Release of Information for Northern Lights Career Development Center (optional)**

I give permission for the VT Child Care Industry and Careers Council to share this professional development information (including my successful completion of this course) with the Vermont Northern Lights Career Development Center for the purpose of entering it into my Quality and Credential case account in the Bright Futures Information System (BFIS) and to award the appropriate Northern Lights Career Ladder certificate.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Quality and Credential case account (if established) \_\_\_\_\_

Please send complete application packet by **January 13, 2010** to:

**VT Child Care Industry and Career Council, Inc. (VCCICC)  
145 Pine Haven Shores Rd., Suite 2001  
Shelburne, VT 05482**

If you have questions about this course and/or required enrollment paperwork,  
Please contact VCCICC staff at (802) 985-2700



Because Every New Teacher Deserves A Mentor



