



Human Services/CDA Harold Washington College

Education and Training for Staff Members in Head Start Sites and Family child Care Providers

Child Development Associate (CDA)

The CDA Credential training prepares candidates to receive the CDA, a national credential issued by the Council for Professional /recognition. Credit classes (which will apply to a degree) and on-site training for center-based and family childcare candidates are included in the CDA process.

Career Advancement Program (CAP)

Staff from Head Start sites enroll in the Career Advancement Program to earn an Associate degree. Teaching staff may obtain the Associate in Applied Science degree with a Child Development concentration. Social Service staff may work toward the Associate of Applied Science with a concentration in Social Service.

How it's funded

The City of Chicago Department of Children and Youth Services funds the Project.

Who can enroll?

- Employees of Chicago Head Start centers
- Family child Care Providers who are part of a CYS family childcare network

Contact: 312 553-5840 for information

Complete an application and fax to 312 553-3170

Apply now to start classes in August 2008

Department of Children and Youth Services
PROFESSIONAL DEVELOPMENT PROGRAMS

APPLICATION
CHILD DEVELOPMENT ASSOCIATE CREDENTIAL

The CDA is a nationally recognized credential for individuals working with children ages 0 to 5 in centers and family child care homes. Candidates for the CDA in the Human Services/CDA program at Harold Washington College earn college credits and document their abilities through the development of a Professional Resource File. This program is for center-based and family child care providers who have few college credits and wish to earn a credential before completing all the course work for an Associate's degree. **It is also good from Infant/Toddler teachers who have a degree in pre-school education.**

General Requirements: (Must be submitted with application)

- High school diploma or GED certificate
- College Transcripts (If not from City Colleges of Chicago)
- Letter of support from program or site director

Please Print

Name _____ Social Security # _____

Job Title _____ Site Phone # _____

Site Name _____ Agency _____

Site Address _____ Zip Code _____

Home Address _____ Zip Code _____

Home Phone # _____ Alternate Phone # _____

Signature/Dates

Applicant _____ Date _____

Program/Site Director _____ Date _____

Print Director Name _____

Please send completed application (including letter of support and transcripts) to:

Mary Kaleta, Director, Human Services/CDA Harold Washington College
30 E. Lake Street, Chicago, IL 60601
FAX 312 553-3170 Voice 312 553-5840 mkaleta@ccc.edu

Department of Children and Youth Services
PROFESSIONAL DEVELOPMENT PROGRAMS

APPLICATION
CAREER ADVANCEMENT PROJECT

The Career Advancement Project assists applicants in completing the course requirements for an AAS in Child Development or Social Service. Applicants for the degree in Child Development must have a current CDA credential and have at least one year of experience as a Head Start Teacher or Teacher Assistant. Applicants for the degree in Social Service must have at least one year experience as a Head Start Social Service Worker.

General Requirements: (Must be submitted with application)

- High school diploma or GED certificate
- College Transcripts (If not from City Colleges of Chicago)
- Letter of support from program or site director

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Job Title _____ Site Phone # _____

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