



**2014-2015 PETITION/PROGRAM SHEET**  
**Award: Technical Certificate**  
**Program of Study: Early Childhood Education Director**

**About This Certificate . . .**

This certificate prepares students for careers in licensed early childhood care and education programs. The Director certificate enables students to meet the educational qualifications of the Colorado Department of Human Services. Students who wish to work in licensed early childhood classrooms may complete the Director sequence and may then continue on to earn an Associate of Arts degree in Early Childhood Education. Career options include opportunities in childcare centers and pre-schools.

For more information on what you can do with this major, go to <http://www.coloradomesa.edu/wccc/programs.html>.

All CMU certificate graduates are expected to demonstrate proficiency in critical thinking, communication fluency, quantitative fluency, and specialized knowledge/applied learning. In addition to these campus-wide student learning outcomes, graduates of this major will be able to:

1. Demonstrate effective written communication skills (Communication Fluency)
2. Demonstrate effective oral communication skills (Communication Fluency)
3. Utilize mathematical concepts required to create a child care business budget (Quantitative Fluency)
4. Analyze data collected from different evaluation tools to create logical next-step solutions for improving quality in a child care business. (Critical Thinking)
5. Create documents that are substantially error-free for families, staff and government agencies using current early childhood professional terminology. (Applied Learning)

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**NAME:** \_\_\_\_\_ **STUDENT ID #** \_\_\_\_\_

**LOCAL ADDRESS AND PHONE NUMBER:** \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_

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I, (Signature) \_\_\_\_\_, hereby certify that I have completed (or will complete) all the courses listed on the Program Sheet. I have read and understand the policies listed on the last page of this program sheet. I further certify that the grade listed for those courses is the final course grade received except for the courses in which I am currently enrolled and the courses which I complete next semester. I have indicated the semester in which I will complete these courses.

\_\_\_\_\_  
Signature of Advisor Date \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Signature of Department Head Date \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Signature of Registrar Date \_\_\_\_\_ 20\_\_\_\_

**Students should work closely with a faculty advisor when selecting and scheduling courses prior to registration.** See the “Undergraduate Graduation Requirements” in the catalog for additional graduation information.

Degree Requirements:

- 2.00 cumulative GPA or higher in all coursework
- 2.00 cumulative GPA or higher in coursework toward the major content area
- A student must follow the CMU graduation requirements either from 1) the program sheet for the major in effect at the time the student officially declares a major; or 2) a program sheet for the major approved for a year subsequent to the year during which the student officially declares the major and is approved for the student by the department head. Because a program may have requirements specific to the degree, the student should check with the faculty advisor for additional criteria. It is the student’s responsibility to be aware of, and follow, all requirements for the degree being pursued. Any exceptions or substitutions must be approved by the student’s faculty advisor and Department Head.

**Required Early Childhood Education Courses** (30 Semester Hours)

Course No Title	Sem.hrs	Grade	Term
EDEC 101 Introduction to Early Childhood	3 credits	_____	_____
EDEC 113 Infant and Toddler Theory and Practice	3 credits	_____	_____
EDEC 102 Introduction to Early Childhood Lab			
OR			
EDEC 299 Student Teaching	3 credits	_____	_____
EDEC 103 Guidance Strategies	3 credits	_____	_____
EDEC 240 Curriculum & Development in EC	3 credits	_____	_____
EDEC 238 Early Childhood Development	3 credits	_____	_____
EDEC 241 Administration Human Relations	3 credits	_____	_____
EDEC 264 Administration in Early Childhood	3 credits	_____	_____
EDEC 205 Nutrition Health and Safety	3 credits	_____	_____
EDEC 250 Exceptionalities	3 credits	_____	_____
Total: 30 credits			

**SUGGESTED COURSE SEQUENCING FOR A TECHNICAL CERTIFICATE IN Early Childhood Education Director**

This is a recommended sequence of course work. Certain courses may have prerequisites or are only offered during the Fall or Spring semesters. It is the student’s responsibility to meet with their advisor and check the 2 year course matrix on the Colorado Mesa website for course availability.

<b><u>First Semester</u></b>	<b><u>Hours</u></b>
EDEC 101 Introduction to Early Childhood Education	3
EDEC 103 Guidance Strategies	3
EDEC 113 Infant and Toddler Theory and Practice	3
EDEC 241 Administration Human Relations	3
EDEC 205 Nutrition Health and Safety	<u>3</u>
	15

<b><u>Second Semester</u></b>	<b><u>Hours</u></b>
EDEC 102 Introduction to Early Childhood Lab	
OR	
EDEC 299 Student Teaching	3
EDEC 238 Early Childhood Development	3
EDEC 264 Administration in Early Childhood	3
EDEC 240 Curriculum & Development in EC	3
EDEC 250 Exceptionalities	<u>3</u>
	15

## POLICIES:

1. It is your responsibility to determine whether you have met the requirements for your degree. Please see the Catalog for a complete list of graduation requirements.
2. You must turn in your "Intent to Graduate" form to the Registrar's Office **by September 15 if you plan to graduate the following May, and by February 15 if you plan to graduate the following December.**
3. This program sheet must be submitted with your graduation planning sheet to your advisor during the **semester prior to the semester of graduation, no later than October 1 for spring graduates, no later than March 1 for fall graduates.**
4. Your advisor will sign and forward the Program Sheet and Graduation Planning Sheet to the Department Head for signature.
5. Finally, the Department Head or the department administrative assistant will take the signed forms to the Registrar's Office. (Students cannot handle the forms once the advisor signs.)
6. If your petition for graduation is denied, it will be your responsibility to reapply for graduation in a subsequent semester. Your "Intent to Graduate" does not automatically move to a later graduation date.
7. NOTE: The semester before graduation, you may be required to take a Major Field Achievement Test (exit exam).