

Virginia Department of Social Services

# Early Childhood Endorsement Program

A Professional Development Opportunity



# **Virginia Department of Social Services**

## **Early Childhood Endorsement Program (ECEP)**

In order to meet the need for highly qualified early childhood education and child care providers, the Virginia Department of Social Services (VDSS) has offered training on the care, development, health, and safety of young children for many years. In recognition of the increased need for more structured early childhood professional development options, VDSS has established the Early Childhood Endorsement Program (ECEP). This program is designed to provide a comprehensive foundation of knowledge for working with children of specific ages (infants and toddlers or preschool). The ECEP is a collaboration between the VDSS, the Virginia Community College System (VCCS), and the Community College Workforce Alliance (CCWA).

### **The VDSS Early Childhood Endorsement Program offers four endorsements:**

1. Infant and Toddler Endorsement
2. Preschool Endorsement
3. Early Childhood Endorsement I – Creativity Series (ECEI)
4. Early Childhood Endorsement II – Health, Safety, Nutrition Series (ECEII)

### **VDSS Early Childhood Endorsements can be valuable as:**

1. Entry-level credentials for employment in the field of early childhood
2. Demonstration of foundation of knowledge in working with infants and toddlers or with preschool children
3. Supplements to a child-related degree or credential that does not include instruction on infants and toddlers or preschool children
4. Supplements to a degree or credential outside the field of early childhood

Additionally, successful completion of courses for the Endorsements can fulfill professional development options for teaching licensure renewal requirements, annual licensing requirements, and professional development options for early childhood professionals participating in Virginia's Star Quality Initiative Program. The courses can also be used to meet the training requirements for the **Child Development Associate (CDA)** credential.

### **Participants have two options by which to achieve an Endorsement:**

1. Successful completion of the required VDSS-sponsored classroom-based or online courses as outlined on pages 6 and 7.
2. Successful completion of the required college credit courses offered by the Virginia Community College System outlined below:
  - Infant and Toddler Endorsement – CHD 166 Infant and Toddler Programs
  - Preschool Endorsement – CHD 120 Introduction to Early Childhood Education
  - Early Childhood Endorsement I – CHD 145 Teaching Art, Music and Movement to Children
  - Early Childhood Endorsement II – EDU 235 Health, Safety and Nutrition Education

## **Option 1 - Participation via Completion of VDSS Sponsored Courses**

Individuals who participate in the VDSS Endorsement Program via completion of VDSS sponsored courses must:

- **Register** to take component courses outlined on pages 6 and 7 (classroom-based or online); **to register** online go to: [www.ccwa.vccs.edu](http://www.ccwa.vccs.edu) (click on VDSS Child Care Training) or contact the Community College Workforce Alliance at (804) 523-2298.
- **Complete** all required courses. Course assessments are provided upon conclusion of the course.
- **Complete** Parts 1 and 2 of all assessments and submit to CCAVA for grading (see below). It is expected that you will complete both parts of the assessment within 4 to 6 weeks of completing the course. Part 1 is multiple choice/true-false and Part 2 is done as an independent study demonstrating your application of the course content in a classroom setting.
- **Make a copy of ALL your materials for your own records BEFORE** submitting them to CCAVA for grading.
- **Send to CCAVA:**
  - ✓ ECEP Registration Materials (forms on pages 8 thru 11)
  - ✓ \$10.00 processing fee for **each** course submitted for grading, **check or money order payable to CCAVA**. The fee is due with forms and completed assessment materials.
  - ✓ Completed assessments for grading (For online classes, a print out of your score for Part 1 and the completed Part 2 of the assessment)
  - ✓ **Mail all materials to:**

**Jodi Roberts  
CCAVA  
VDSS-ECEP  
302 Turner Road, Suite D  
Richmond, VA 23225  
804.285.0846**

- Participants must receive a **passing score of 70% or higher** on all courses to receive the VDSS Early Childhood Endorsements.
- **Receive** VDSS Early Childhood Endorsements.
- Early childhood professionals who are successful and receive either the Infant and Toddler or Preschool Endorsements will be eligible to apply for three college credits (refer to page 4).
- **VERY IMPORTANT – If you choose to apply for college credits, you will be required to complete a portfolio that will include demonstration of your work for each course. Be sure to keep all materials from each class (e.g., Participant Guide, texts, handouts, assessments). You will need them to complete the portfolio requirement to receive college credit.**

## **Option 2 - Participation via Completion of College Credit Courses**

Upon successful completion of CHD 166, Infant and Toddler Programs, or CHD 120, Introduction to Early Childhood Education, or CHD 145, Teaching Art, Music and, Movement to Children or EDU 235, Health, Safety, and Nutrition Education through the Virginia Community College System, individuals become eligible for the corresponding VDSS Early Childhood Endorsement. Those who successfully complete CHD 166, Infant and Toddler Programs, are eligible to apply for the VDSS Infant and Toddler Endorsement. Those who successfully complete CHD 120, Introduction to Early Childhood Education, are eligible to apply for the VDSS Preschool Endorsement. Those who successfully complete CHD 145, Teaching, Art, Music and Movement, are eligible to apply for the Early Childhood Endorsement I – Creativity Series, and those who successfully complete EDU 235, Health, Safety, and Nutrition Education, are eligible to apply for the Early Childhood Endorsement II – Health, Safety, Nutrition Series.

To apply for either VDSS Early Childhood Endorsement:

1. Complete the application (page 12) or at [www.dss.virginia.gov/family/cc/professionals\\_resources.cgi](http://www.dss.virginia.gov/family/cc/professionals_resources.cgi).
2. Enclose a copy of your college transcript indicating completion of the course(s) or a Letter of Completion from your instructor. You must receive a passing grade to qualify for the endorsement.
3. Submit application, transcript or letter, and \$10.00 processing fee for **EACH** endorsement **payable to CCAVA to:**

**Jodi Roberts  
CCA  
VDSS-ECEP  
302 Turner Road, Suite D  
Richmond, VA 23225  
804.285.0846**

### **Infant and Toddler Endorsement**

The Infant and Toddler Endorsement requires completion of the following 12 classroom-based or online courses. Successful completion of each course provides 4 clock hours of training credit, with the exception of the Early Childhood Theorists course, which provides 6 clock hours of training credit. The courses can be taken in any sequence.

- ❖ Ages and Stages of Development for Infants and Toddlers
- ❖ Beyond Babble: Exploring Early Language Development
- ❖ Creating an Appropriate Learning Environment for Infants and Toddlers
- ❖ Child Abuse and Neglect: Recognition and Reporting
- ❖ Early Childhood Theorists (Online or Independent Study)
- ❖ Guiding the Behaviors of Infants and Toddlers
- ❖ Health Screening for Child Care Professionals
- ❖ Nurturing Productive Partnerships with Parents
- ❖ Observation and Recording
- ❖ Planning Activities for Infants and Toddlers
- ❖ Preventing Injuries in the Child Care Environment
- ❖ Understanding Temperaments to Help Infants and Toddlers Learn and Develop

### **Preschool Endorsement**

The Preschool Endorsement requires completion of the following 12 classroom-based or online courses. Successful completion of each course provides 4 clock hours of training credit, with the exception of the Early Childhood Theorists course, which provides 6 clock hours of training credit. The courses can be taken in any sequence.

- ❖ Ages and Stages of Development for Preschool Children
- ❖ Child Abuse and Neglect: Recognition and Reporting
- ❖ Creating an Age-Appropriate Learning Environment for Preschool Children
- ❖ Early Childhood Theorists (Online or Independent Study)
- ❖ Exploring Brain Development
- ❖ Guiding the Behaviors of Preschool Children
- ❖ Health Screening for Child Care Professionals
- ❖ Nurturing Productive Partnerships with Parents
- ❖ Observation and Recording
- ❖ Planning Appropriate Activities for Preschool Children
- ❖ Preventing Injuries in the Child Care Environment
- ❖ Reframing Discipline

**To register** online or for additional information, contact the Community College Workforce Alliance at [www.ccwa.vccs.edu](http://www.ccwa.vccs.edu) (click on VDSS Child Care Training), 804-523-2298, or [VDSSclasses@ccwa.vccs.edu](mailto:VDSSclasses@ccwa.vccs.edu).

### **Early Childhood Endorsement I – Creativity Series**

The Early Childhood Endorsement I requires completion of the following 13 classroom-based or online courses. Successful completion of each course provides 4 clock hours of training credit. The courses can be taken in any sequence.

- ❖ Creative Junk for Fun and Learning
- ❖ Facilitating Brain Development in Young Children
- ❖ Incorporating Creativity into Early Childhood Curricula
- ❖ Movin' and Groovin': Using Movement to Help Young Children Learn
- ❖ Music in the Early Childhood Classroom
- ❖ Observing and Recording the Creative Process in Young Children
- ❖ Pinch, Pull, Twist, and Turn – Small Motor Development in Early Childhood
- ❖ Promoting Creativity and Including All Children
- ❖ Roles of Imagination, Play and Dramatic Play in Early Childhood
- ❖ Storytelling in the Early Childhood Curriculum
- ❖ Three-Dimensional Creative Activities for Young Children
- ❖ Two-Dimensional Creative Activities for Young Children
- ❖ Why is Creativity Important?

### **Early Childhood Endorsement II – Health, Safety, Nutrition Series**

The Early Childhood Endorsement II requires completion of the following 12 classroom-based or online courses. Successful completion of each course provides 4 clock hours of training credit. The courses can be taken in any sequence.

- ❖ Chronic Health Conditions in Early Childhood
- ❖ Controlling Communicable Illness in the Early Childhood Classroom
- ❖ Creative, Healthy Cooking with Young Children
- ❖ Developing Healthy Habits in Young Children
- ❖ Ethics for Early Childhood Professionals
- ❖ Food Safety in the Child Care Environment
- ❖ Health Makes a Difference in Early Childhood
- ❖ Making Meal Times Fun in the Early Childhood Classroom
- ❖ Management of Injuries and Acute Illness in Early Childhood
- ❖ Nutritional Guidelines in Early Childhood
- ❖ Safety in a Quality Early Childhood Environment
- ❖ Teaching Young Children about Health, Safety and Nutrition

**To register** online or for additional information, contact the Community College Workforce Alliance at [www.ccwa.vccs.edu](http://www.ccwa.vccs.edu) (click on VDSS Child Care Training), 804-523-2298, or [VDSSclasses@ccwa.vccs.edu](mailto:VDSSclasses@ccwa.vccs.edu).

# INFANT/TODDLER ENDORSEMENT

## REGISTRATION FORM

This form must accompany each set of completed assignments.  
Please type or print clearly.

Full Name \_\_\_\_\_  
First Middle Last

Home Address \_\_\_\_\_  
Street or Post Office Box

\_\_\_\_\_ City State Zip Code

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Personal E-mail Address \_\_\_\_\_

Employer \_\_\_\_\_

Employer Address \_\_\_\_\_  
Street or Post Office Box

\_\_\_\_\_ City State Zip Code

**Please indicate which course materials are included (check all that apply).**

- |                                                                                                                       |                                                                                                    |
|-----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> \$10.00 processing fee for EACH course to be graded (check or money order): payable to CCAVA | <input type="checkbox"/> Beyond Babble: Exploring Early Language Development                       |
| <input type="checkbox"/> Ages and Stages of Development for Infants and Toddlers                                      | <input type="checkbox"/> Child Abuse and Neglect: Recognition and Reporting                        |
| <input type="checkbox"/> Creating an Appropriate Learning Environment for Infants and Toddlers                        | <input type="checkbox"/> Early Childhood Theorists                                                 |
| <input type="checkbox"/> Planning Activities for Infants and Toddlers                                                 | <input type="checkbox"/> Health Screening for Child Care Professionals                             |
| <input type="checkbox"/> Guiding the Behaviors of Infants and Toddlers                                                | <input type="checkbox"/> Nurturing Productive Partnerships with Parents                            |
|                                                                                                                       | <input type="checkbox"/> Observation and Recording                                                 |
|                                                                                                                       | <input type="checkbox"/> Preventing Injuries in the Child Care Environment                         |
|                                                                                                                       | <input type="checkbox"/> Understanding Temperaments to Help Infants and Toddlers Learn and Develop |

\$10.00 x \_\_\_\_\_ (# of courses to be graded) = \_\_\_\_\_ Enclosed

**Mail registration materials, processing fees payable to CCAVA, and completed assignments to:**

Jodi Roberts  
CCA  
VDSS-ECEP  
302 Turner Road, Suite D  
Richmond, VA 23225  
804.285.0846

# PRESCHOOL ENDORSEMENT

## REGISTRATION FORM

This form **must** accompany each set of completed assignments.  
Please type or print clearly.

Full Name \_\_\_\_\_  
First Middle Last

Home Address \_\_\_\_\_  
Street

\_\_\_\_\_ City State Zip Code

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Personal E-mail Address \_\_\_\_\_

Employer \_\_\_\_\_

Employer Address \_\_\_\_\_  
Street or Post Office Box

\_\_\_\_\_ City State Zip Code

**Please indicate which course materials are included (check all that apply).**

- |                                                                                                                       |                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| <input type="checkbox"/> \$10.00 processing fee for EACH Course to be graded (check or money order): payable to CCAVA | <input type="checkbox"/> Exploring Brain Development                            |
| <input type="checkbox"/> Ages and Stages of Development for Preschool Children                                        | <input type="checkbox"/> Guiding the Behaviors of Preschool Children            |
| <input type="checkbox"/> Child Abuse and Neglect: Recognition and Reporting                                           | <input type="checkbox"/> Health Screening for Child Care Professionals          |
| <input type="checkbox"/> Creating an Age-Appropriate Learning Environment for Preschool Children                      | <input type="checkbox"/> Nurturing Productive Partnerships with Parents         |
| <input type="checkbox"/> Early Childhood Theorists                                                                    | <input type="checkbox"/> Observation and Recording                              |
|                                                                                                                       | <input type="checkbox"/> Planning Appropriate Activities for Preschool Children |
|                                                                                                                       | <input type="checkbox"/> Preventing Injuries in the Child Care Environment      |
|                                                                                                                       | <input type="checkbox"/> Reframing Discipline                                   |

**\$10.00 x \_\_\_\_\_ (# of courses to be graded) = \_\_\_\_\_ Enclosed**

**Mail registration materials, processing fees made payable to CCAVA, and completed assignments to:**

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CCA  
VDSS-ECEP  
302 Turner Road, Suite D  
Richmond, VA 23225  
804.285.0846**



# EARLY CHILDHOOD ENDORSEMENT I - Creativity Series

## REGISTRATION FORM

This form must accompany each set of completed assignments.  
Please type or print clearly.

Full Name \_\_\_\_\_  
First Middle Last

Home Address \_\_\_\_\_  
Street

\_\_\_\_\_ City State Zip Code

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Personal E-mail Address \_\_\_\_\_

Employer \_\_\_\_\_

Employer Address \_\_\_\_\_  
Street or Post Office Box

\_\_\_\_\_ City State Zip Code

**Please indicate which course materials are included (check all that apply).**

- |                                                                                                                       |                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> \$10.00 processing fee for EACH Course to be graded (check or money order): payable to CCAVA | <input type="checkbox"/> Pinch, Pull, Twist, & Turn – Small Motor Development in Early Childhood |
| <input type="checkbox"/> Creative Junk for Fun and Learning                                                           | <input type="checkbox"/> Promoting Creativity and Including All Children                         |
| <input type="checkbox"/> Facilitating Brain Development in Young Children                                             | <input type="checkbox"/> Roles of Imagination, Play & Dramatic Play in Early Childhood           |
| <input type="checkbox"/> Incorporating Creativity into Early Childhood Curricula                                      | <input type="checkbox"/> Storytelling in the Early Childhood Curriculum                          |
| <input type="checkbox"/> Movin' & Groovin': Using Movement to Help Young Children Learn                               | <input type="checkbox"/> Three-Dimensional Creative Activities for Young Children                |
| <input type="checkbox"/> Music in the Early Childhood Classroom                                                       | <input type="checkbox"/> Two-Dimensional Creative Activities for Young Children                  |
| <input type="checkbox"/> Observing & Recording the Creative Process in Young Children                                 | <input type="checkbox"/> Why is Creativity Important?                                            |

\$10.00 x \_\_\_\_\_ (# of courses to be graded) = \_\_\_\_\_ Enclosed

**Mail registration materials, processing fees made payable to CCAVA, and completed assignments to:**

Jodi Roberts  
CCA  
VDSS-ECEP  
302 Turner Road, Suite D  
Richmond, VA 23225  
804.285.0846

# EARLY CHILDHOOD ENDORSEMENT II - Health, Safety, Nutrition Series

## REGISTRATION FORM

This form must accompany each set of completed assignments.  
Please type or print clearly.

Full Name \_\_\_\_\_  
First Middle Last

Home Address \_\_\_\_\_  
Street

\_\_\_\_\_ City State Zip Code

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Personal E-mail Address \_\_\_\_\_

Employer \_\_\_\_\_

Employer Address \_\_\_\_\_  
Street or Post Office Box

\_\_\_\_\_ City State Zip Code

**Please indicate which course materials are included (check all that apply).**

- |                                                                                                                       |                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <input type="checkbox"/> \$10.00 processing fee for EACH Course to be graded (check or money order): payable to CCAVA | <input type="checkbox"/> Health Makes a Difference in Early Childhood                |
| <input type="checkbox"/> Chronic Health Conditions in Early Childhood                                                 | <input type="checkbox"/> Making Meal times Fun in the Early Childhood Classroom      |
| <input type="checkbox"/> Controlling Communicable Illness in the Early Childhood Classroom                            | <input type="checkbox"/> Management of Injuries and Acute Illness in Early Childhood |
| <input type="checkbox"/> Creative, Healthy Cooking with Young Children                                                | <input type="checkbox"/> Nutritional Guidelines in Early Childhood                   |
| <input type="checkbox"/> Developing Healthy Habits in Young Children                                                  | <input type="checkbox"/> Safety in a Quality Early Childhood Environment             |
| <input type="checkbox"/> Ethics for Early Childhood Professionals                                                     | <input type="checkbox"/> Teaching Young Children about Health, Safety and Nutrition  |
| <input type="checkbox"/> Food Safety in the Child Care Environment                                                    |                                                                                      |

\$10.00 x \_\_\_\_\_ (# of courses to be graded) = \_\_\_\_\_ Enclosed

**Mail registration materials, processing fees made payable to CCAVA, and completed assignments to:**

Jodi Roberts  
CCA  
VDSS-ECEP  
302 Turner Road, Suite D  
Richmond, VA 23225  
804.285.0846

# EARLY CHILDHOOD ENDORSEMENT

## APPLICATION FORM

COMPLETE THIS FORM IF YOU WISH TO APPLY FOR VDSS INFANT AND TODDLER OR  
PRESCHOOL ENDORSEMENT

**BASED ON COMPLETION OF COLLEGE CREDIT COURSES**

Please type or print clearly.

Full Name \_\_\_\_\_  
First Middle Last

Home Address \_\_\_\_\_  
Street or Post Office Box

\_\_\_\_\_ City State Zip Code

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Personal E-mail Address \_\_\_\_\_

**I am applying for the:**

Infant and Toddler Endorsement

Early Childhood Endorsement I – Creativity Series

Preschool Endorsement

Early Childhood Endorsement II – Health, Safety, Nutrition Series

**Please indicate which college course(s) you have completed**

CHD 166, Infant and Toddler Programs

CHD 145, Teaching Art, Music and Movement in Children

CHD 120, Introduction to Early Childhood Education

EDU 235, Health, Safety and Nutrition Education

**REQUIRED VERIFICATION OF COURSE COMPLETION**

**College Transcript OR Letter from Instructor Must be Attached**

College Transcript for CHD 166

Letter from Instructor for CHD 166

College Transcript for CHD 120

Letter from Instructor for CHD 120

College Transcript for CHD 145

Letter from Instructor for CHD 145

College Transcript for EDU 235

Letter from Instructor for EDU 235

**\$10.00 Processing Fee Required for EACH Endorsement (check or money order) – Payable to CCAVA**

\$10.00 Processing Fee for Infant and Toddler Endorsement

\$10.00 Processing Fee for Preschool Endorsement

\$10.00 Processing Fee for Early Childhood Endorsement I

\$10.00 Processing Fee for Early Childhood Endorsement II

**Mail completed application, verification of course completion, and processing fees made payable to CCAVA to:**

**Jodi Roberts  
CCA  
VDSS-ECEP  
302 Turner Road, Suite D  
Richmond, VA 23225  
804.285.0846**