



**Montgomery
Child Care**
Training Institute

The CDA Preparation Course 2011-2012

Instructors:

Wendy Cividanes, Sue Keiser,
Debbie Lebo, and Valerie Rajotte

Dates:

Wednesdays, 6:30-9:30 pm

Oct 12, 19, 26; Nov 2, 9, 16;

Dec 7, 14; Jan 4*, 11, 18

*Snow date

Place:

Montgomery Child Care

Park Street

1010 Grandin Ave

Rockville, MD

*(please do not mail registrations
to this address)*

Fee:

\$425 tuition includes \$50 non-

refundable registration fee,

\$225 deposit due with registration,

\$200 due on 1st day of class

*The Child Development Associate
(CDA) credential is now NAEYC's
minimum requirement for all in
accredited child care programs.*

*Students must have completed a
90 Hour Early Childhood Course to
enroll in the CDA Prep Course.*



This course will:

- Introduce students to the CDA assessment process
- Provide students with CDA packet application materials
- Offer the 30 hours of training to complete the CDA educational requirement when combined with MCCA's 90 Hour Early Childhood Course
- Support students in compiling the necessary documentation for the CDA assessment
- Offer a mentor/advisor who will work with the student to complete the required observation

Please contact us with further questions:

301-984-7687

www.mccaedu.org

**Please note, students must have completed the 90 Hour Early Childhood Course to enroll in the CDA Prep Course. This course is designed to support students in the CDA process and does not cover CDA assessment costs. Participation in this course does not ensure award of CDA credential.*

Approved by State of Maryland CKO-30828

MCCA Staff Registration Form on Reverse



Montgomery Child Care Training Institute

EMPLOYEE CONTRACT FOR THE:

- CDA Preparation Course and
- 90-Hour Early Childhood Course

Name: _____ Center: _____
 Home Address: _____
 City, State, Zip: _____
 Phone.: (____) _____ Email: _____

I, the undersigned, promise to work at the above named center at least one (1) year from the date I complete this course. If I choose to leave the above named center before the completion of one year, if I do not pass the course, if I drop out after the refund period has passed, or if I am terminated for cause, I am liable for the full tuition and fees for this course, as follows:

_____ If my center paid my tuition and fees, MCCA will deduct from my next paycheck(s) the full amount
Initials of tuition and fees.

_____ If I am enrolling in the CDA Prep Course, and my center is paying my tuition, I additionally
Initials agree that I will attend at least 27 of the 30 course hours, and I will submit my completed CDA application within 12 months of the last CDA class session. If I fail to do either of these things, I understand MCCA will deduct the full tuition for this course from my next paycheck(s).

PAYMENT METHOD -- CHECK ONE:

1. _____ My center is paying my tuition and fees: _____
Director's Signature Required

2. _____ MY DEPOSIT IS ENCLOSED. I am paying my tuition and fees. I will pay the balance of my tuition at the first class.

Signature: _____ Date: _____

Course	Total Fee
90-Hour Course in Early Childhood Development & Curriculum	\$725.00
CDA Prep Course	\$425.00