

**DAY CARE ADMINISTRATION CERTIFICATE – M025**

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COURSE TITLE	COURSE NUMBER	PRE-REQUISITES	CREDITS	SEMESTER TAKEN	GRADE
<b>PROGRAM REQUIREMENTS</b>			<b>24</b>		
Language and Literature I	ENG 101	Appropriate score on Placement Tests, or C- or better in ENG 097 and ENG 098, or C- or better in ENG 096 or ENG 099	3		
Education in America	EDU 100		3		
Child Development and Behavior	EDU 104	Eligibility for ENG 101	3		
Child Health Care	EDU 203	EDU 104	3		
Children with Disabilities in the Educational Setting	EDU 208	EDU 104	3		
Inclusionary Practices in Early Education	EDU 209	EDU 101, EDU 104, EDU 208, EDU 210, and ENG 102	3		
Day Care Policy and Staff Development	EDU 220	O.C.C.S. Lead Teacher Certified. Co-requisite: Employment in a Licensed Day Care facility (working directly with preschool-aged children for a minimum of 12 hours per week)	3		
Day Care Administration	EDU 230	O.C.C.S. Lead Teacher Certified. Co-requisite: Employment in a Licensed Day Care facility (working directly with preschool-aged children for a minimum of 12 hours per week)	3		
<b>TOTAL CREDITS</b>			<b>24</b>		

**PROGRAM OVERVIEW**  
 This program is designed for child care professionals who are Lead Teacher certified by the MA Department of Early Education and Care (DEEC) or hold a degree in Early Childhood Education. This program provides the educational component for Director-II eligibility in group child care settings licensed by the MA Department of Early Education and Care (DEEC). Additional requirements may need to be completed in order to apply for Director-II certification. Participants must be employed in a licensed child care setting and work directly with children for a minimum of 12 hours per week while enrolled in the program.

**NOTES:**

Students must achieve a minimum grade of “C” in all EDU prefix courses in order to graduate from these programs and options.

\*\*\*\*Criminal Offense Record Act (CORI), and Sex Offender Registry Information (SORI)\*\*\*\*

Students enrolled in EDU 101, EDU 208, and EDU 213 will be subject to a CORI/SORI check and review pursuant to the Criminal Record Information Act, Massachusetts General Laws, Chapter 6, Section 172-178, and Massachusetts General Laws, Chapter 18a, Section 1, et seq., and regulations promulgated pursuant to such statutes. Applicants with a court record/past conviction may be unable to participate in student teaching. If a student is ineligible to do student teaching due to a criminal record, the student will not be able to graduate from the Early Childhood Program. The College policy can be found in the Student Policy Guide.