

Career Pathway: Education

Program Description: The course work in this certificate helps to partially qualify a student to become a director/supervisor/administrator of a State, Federal, nonprofit, or privately owned children's program. Courses within this certificate meet State mandated requirements. CD 014A, 014B, and 022 are mandated courses for the site supervisor and program director requirements for the Child Development Permit.

Course ID	Course Title	Units	To-Do List
Semester 1			
CD-022*	Supervising Adults Working in Children's Programs	2	1) Meet with your Advisor to confirm path & develop your 1st year Abbreviated Educational Plan. 2) Apply for financial aid and follow-up with financial aid department. 3) Begin research on four-year schools. Find out minimum transfer GPA, course & major requirements. 4) Begin research on careers through: O*NET or JobSpeaker
CD-014A*	Administration and Supervision of Children's Programs	3	
BUS-013A*	Word for Windows I	1.5	
Total Semester 1 Units		6.5	
Semester 2			
CD-014B*	Administration and Supervision of Children's Programs Fieldwork	3	1) Prepare documentation for college application & apply to four-year schools of choice by the deadline. 2) Begin seeking four-year funding outlets such as scholarships & aid. 3) Renew financial aid. 1) Petition to Graduate to receive your degree & commencement ceremony information.
BUS-002* or BUS-020* or CIS-007*	Introductory Keyboarding or Introduction to Business or Computer Concepts	3	
Total Semester 2 Units		6	
Semester 3			
Total Semester 3 Units		0	
Semester 4			
Total Semester 4 Units		0	
Total Program Units		12.5	
*A grade of "C" or higher required for ENG, MATH, COM and all major courses.			
**If placement requires concurrent enrollment in support course.			