Tips for Completing your CDA with ChildCareEd

We are so excited you have made the decision to further your education and are honored you have chosen ChildCareEd as your training partner. We are here to support you in obtaining your CDA Credential and look forward to working with you.

In order to support you in this process ChildCareEd recommends that you allot 15 hours per week to complete your training. For example:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5 hours	1 hour	1 hour	1 hour	1 hour	1 hour	5 hours

This will allow you to complete your training and obtain your CDA Credential in record time!

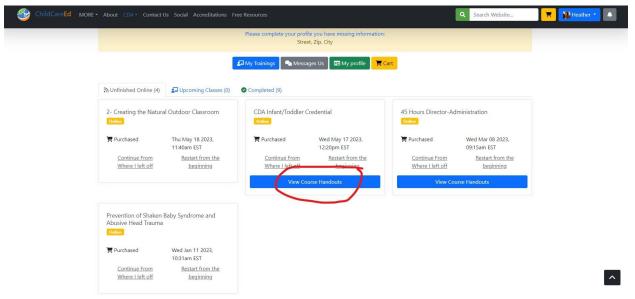
15 hours per week x 8 weeks= 120 hours

15 hours per week x 2 weeks= 30 hours

As you know, you are required to complete a **Professional Portfolio** prior to applying for your CDA Credential. If you do not already have your **CDA Competency Standards Book** from the CDA Council please do that now. You will need to have this when completing your Portfolio.

We recommend that you work on collecting evidence and materials required for your Portfolio as you are completing your training. Along with your training, you will notice that you have access to a variety of valuable resources.

To access these resources click on the **View Course Handouts** button when viewing the trainings in your account.

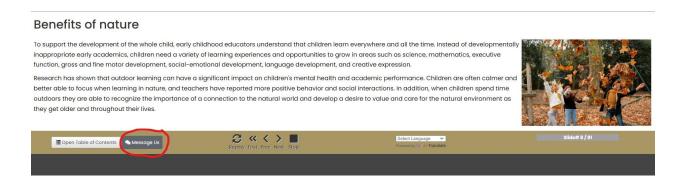




Among these resources, you will find a checklist of all the items you must complete before applying for your CDA Credential as well as our **Creating the CDA Professional Portfolio Handbook**. This handbook will walk you through each step of building your Portfolio and provides examples of some of the documents you will need to include.

For an additional fee, ChildCareEd provides an opportunity to have a live meeting with one of our endorsed CDA PD Specialists to answer any questions you may have regarding the Professional Portfolio. These are live Zoom meetings that will last about one hour.

As you begin your training please feel free to use the **Message Us** button within your course to ask questions or share feedback with a course instructor.



Of course you can always give us a call at (833)283-2241 (2TEACH1) or send us an email if you have any questions.

You will also notice the Select Language option at the bottom of the training page where you are able to have all text translated into another language.

From ChildCareEd to you, Congratulations and You Got This!!!!