



The Early Childhood Professional Credential FAQs

Frequently Asked Questions about the Credential

Can you earn Early Childhood Coursework points for courses that were part of your degree?

Yes! The points in the Formal Education pathway are cumulative. So, if you have a bachelor's degree in a related area of study that also included early childhood coursework, you earn points for the degree, area of study, and courses. For example:

- Bachelor's degree completed in 2010 = 10 points
- Area of Study was in a related area = 4 points
- 12 (3) semester credit classes focused specifically on early childhood content = 12 points

This adds up to a total of 26 points in the Formal Education pathway. Please note that the points for courses will expire in 15 years. However, the points for the bachelor's degree and the area of study will not expire.

Can I submit college transcripts I print off myself?

Transcripts submitted for points in the Formal Education pathway must be official transcripts. An official transcript bears the seal of the college or university and signature of the registrar. Some seals are raised while others are colored. Only official transcripts with the registrar's seal and stamped 'Issued to Student' will be accepted. Often, official transcripts are on security paper that may show words such as 'copy' or 'void' once they've been scanned. These features help us to recognize official transcripts and are acceptable. As long as the transcript has the registrar's seal, we will accept it as an official transcript.

*Please note that CDE Educator Licensing does not file transcripts, scores, or any other documentation on your behalf. They also do not keep these documents on file. Any transcripts previously submitted to CDE Educator Licensing are not available to the CDE Early Childhood Workforce Development team. Please keep your transcripts, scores, and other documentation in your own personal files in case of audit or for future use.

How do I know if my college or university is regionally accredited?

You can check to see if your college or university is regionally accredited by checking the [United States Department of Education database](#). The accreditations we accept are:

- Middle States Association of Colleges and Schools, Commission on Higher Education
- New England Association of Schools and Colleges, Commission on Institutions of Higher Education
- North Central Higher Learning Commission
- Northwest Commission on Colleges and Universities
- Southern Association of Colleges and Schools, Commission on Colleges
- Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges
- Western Association of Schools and Colleges, Accrediting Commission for Senior Colleges and Universities
- Western Interstate Commission for Higher Education

What are the related Areas of Study?

Only degrees that focus on and are related to early childhood qualify for these points. These degrees include:

- Early Childhood Education
- Early Childhood Special Education
- Child Development
- Human Development - if there are enough early childhood credits (21 semester credits for Associate's and Master's, 30 semester credits for Bachelor's)
- Family Studies – if there are enough early childhood credits (21 semester credits for Associate's and Master's, 30 semester credits for Bachelor's)

There are other related areas of study that receive credit for area of study. They must have 21 early childhood semester credits for Associate's and Master's and 30 early childhood semester credits for Bachelor's.

How far back can I include my training certificates?

Training hours in the Ongoing Professional Development pathway are valid for 3 years.

What is a 'clock hour' and what is a 'CEU'?

A clock hour is the number of hours spent in educational activity. CEU stands for Continuing Education Unit. Typically, one CEU is equivalent to 10 clock hours.

What does 'series' mean in Ongoing Professional Development?

Trainings that are at least 12 hours long and take place on more than one occasion (separated by at least a week) have been shown to be more effective than those that are either shorter or include back-to-back sessions. So, to acknowledge these effective training strategies, you can earn additional points when you participate in trainings that are completed as a 'series'. You will earn points for the clock hours of the training and you will earn 2 additional points for each training 'series'.

What is a 'job embedded' component for Ongoing Professional Development?

Trainings are more effective when they include a 'job embedded' component. This means that it includes resources and supports for the learners directly at their job site and as part of their work. Currently, participatory coaching is the 'job embedded' component that can earn points towards a credential. This means that a training that includes at least 8 hours of related coaching will earn you 2 additional points for the coaching on top of the points for the training. We must receive both the training certificate and the coaching verification letter to give credit.

What is a 'high needs' training for Ongoing Professional Development?

A training earns 'high needs' points when it is a full day (6 hours or more) and focuses on at least one of the following topics: inclusion, poverty, special needs, infants/toddlers, differentiation, dual language learners, English language

learners, disabilities, developmental delays, tribal/Indian lands, families with low income, foster care, homelessness, migrant status, social and emotional health and/or development.

I took the EQIT course and received college credit, how do these points work?

If you took an Expanding Quality Infant Toddler (EQIT) course and received college credit through your community college, you can use this credit to earn points for both ECE Coursework in Formal Education and Training Hours in Ongoing Professional Development.

Are there other professional development training opportunities?

Contact your local [Early Childhood Council](#) to find out what trainings they may be holding. You can also look at the [PDIS Course Catalog](#) for information on online training and in-person training.

Why do points expire?

Ongoing research continually informs our understanding of how children develop. Additionally, our field continually recognizes more effective strategies to support this development. As ECE Professionals, it is critical that we stay current with this new information.

Where can I have my foreign transcripts evaluated?

Foreign transcripts must be translated and evaluated by a member of the National Association of Credential Evaluation Services (NACES). The list of member organizations can be found [here](#).

I already have an Early Childhood Professional Credential, what happens to that?

All current Early Childhood Professional Credentials will remain valid until their expiration date. If you currently have an Early Childhood Professional Credential, you do not have to apply for the Credential 2.0. However, you may qualify for a higher credential level in the new system, so you may want to apply for an updated credential. If our office already has documentation that you used toward our Credential 1.0, you can call the Help Desk and ask us to upload it to use toward your Credential 2.0.

What are the renewal requirements?

The Early Childhood Professional Credential 2.0 must be renewed every 3 years for all levels. The Professional Development Information System (PDIS) will do this for you. However, all that is required to renew your level is to maintain the number of points that are required for that level. You will need to be aware of points that expire in Formal Education and in Ongoing Professional Development. The Professional Development Information System (PDIS) will do this for you automatically.

How long will it take PDIS Staff to review my documentation?

Our goal is to review your documentation within 21 days of submission. You can always see our 'turnaround time' on the Credential web page in the PDIS.

What is the minimum amount of time I can get credit for Ongoing Professional Development?

The Ongoing Professional Development or training session must be at least 15 minutes in length to receive credit.

Do I need to upload a certificate that I get from the PDIS?

No! Whenever you take a course in the PDIS and get a certificate, you do not need to upload this certificate. The PDIS automatically adds the points into your Credential. You can verify this in your PDIS Transcript.

What kinds of early childhood experience count toward the Credential?

Here are the types of early childhood experience that counts toward the Credential:

- direct work with young children (birth-age 8) and families, including field experiences (must be in a licensed child care program or family child care program)
- supervision, leadership, or management of programs
- program coordination, development, or regulation
- training, instruction, or technical assistance of programs
- evaluation or research in the field

How many points can I earn in the Experience Pathway?

One point is awarded for every 1,820 hours. An individual who works in a licensed center-based program can receive credit for up to 50 hours/week. An individual who works in a family child care program can receive credit for up to 40 hours/week. Family child care programs can only claim 40 hours/week because hours can vary according to attendance and there is no one to independently verify hours/weeks.

Can student teaching count as experience?

Yes! Student teaching counts for experience and formal education (if you received institution credit for it).

How do I document my experience?

Each Credential applicant must fill out the Experience Documentation Worksheet. You can find this where you upload all your documents related to the Early Childhood Professional Credential. You may also be asked to provide additional documentation to verify your experience. Acceptable documentation includes a letter from an employer on business letterhead or a family child care license. In the event of a program closure, an individual can submit a former family child care license, a letter from the former director or from a corporate human resources office.

Do you accept out-of-country experience?

Currently, we do not accept out-of-country experience.

How long do my Demonstrated Competency points last?

Demonstrated Competency points last for one year from the date of the observation.

I have heard there are Credential Equivalencies...what are they?

There are some things that translate automatically into a specific level of the Early Childhood Professional Credential.

Here are the equivalencies:

- A current CDA (Child Development Associate) Credential from the Council for Professional Recognition is an automatic Level II
- A current Colorado Teacher License with an Early Childhood or Early Childhood Special Education endorsement is an automatic Level III
- A current Early Childhood National Board Certification is an automatic Level III

You can apply for these equivalencies by going to 'My Profile', clicking on the Early Childhood Credentials tab, and selecting the appropriate equivalency from the dropdown list.

Does my training have to be delivered by a Credentialed Trainer to receive points?

No, your training does not have to be delivered by a Credentialed Trainer to receive points.

Does my training have to go through the Training Alignment Process (TAP) to receive points?

No, your training does not have to go through the Training Alignment Process (TAP) to receive points.

Where can I learn more?

- For more information, please visit ecpd.costartstrong.org
- Call us toll-free at (844) 447-4441
- Email us at PDISHelp@cde.state.co.us