

Early Childhood Education Certificate Program Guide 2020-2021

Career Highlights

Early Childhood Educators play a vital role in the development of children in their care. They instruct children through activities designed to promote social, physical, and intellectual growth. What children learn and experience during their early years can shape their views of themselves and the world, thereby having a profound effect on later successes in school, work, as well as their personal lives.

For more information regarding this career visit: [Career Coach](#).

Program Information

The Early Childhood Education (ECE) Certificate Program is a non-credit program that qualifies students to work as a Childcare Assistant Teacher or Childcare Teacher in a **private** childcare or preschool program. The program is based on instructional hours, rather than units and consists of five (5) required core courses and two (2) electives. In addition, students must complete a Pediatric First Aid/CPR certification. See Program of Study for list of approved courses/providers

The program is approved by the CA Department of Social Services, Community Care Licensing Division and exceeds the state training requirements for teachers and caregivers in licensed proprietary daycare centers.

Eligibility Requirements

To be eligible for the program candidates must:

- 18 years or older.
- [Apply online](#) or in-person at any NOCE Center.
- Complete an online General Orientation at least 24 hours prior to registering for Early Childhood Education Certificate Program courses.

Program Location and Contact Information

NOCE Anaheim Campus
1830 W. Romneya Drive
Anaheim, CA 92801

Career Technical Education (CTE)
Office, Room 513
714-808-4915, careers@noce.edu

Counseling and Student Services
Department, Room 215
714-808-4682

Contact for general certificate
program information

Contact for course advisement,
career counseling, and college
planning

Program of Study Leading to a Certificate

This information is for advisement purposes only and subject to change

Required Core Courses for Early Childhood Education Certificate				
Core courses are listed in the order of the program's recommended sequence				
Course #	Course Title	Hours	Prerequisite(s)	Completion Status
ECE 136	Family Community Relationships (2 units) <i>This course is mandated by the State of California Community Care Licensing Division to be a fully qualified teacher</i>	36	-	
❖ ECE 140	Early Childhood Development (2 units) <i>This course is mandated by the State of California Community Care Licensing Division to be a fully qualified teacher</i>	36	-	
ECE 100	Child Health and Safety (2 units)	36	-	
❖ ECE 170	Introduction to Curriculum for Early Childhood Education (2 units) <i>This course is mandated by the State of California Community Care Licensing Division to be a fully qualified teacher</i>	36	• ECE 140	
ECE 108	Early Childhood Education Program Principles and Practice (3 units) <i>This course is mandated by the State of California Community Care Licensing Division to be a fully qualified teacher</i>	60	-	
Electives (2 Required)				
Course #	Course Title	Hours	Prerequisite(s)	Completion Status
ECE 112	Language Arts and Literacy in Early Childhood (2 units)	36	-	
ECE 116	Program Music and Movement (2 units)	36	-	
ECE 130	Program Science and Math (2 units)	36	-	
ECE 132	Program Creative Experience (2 units)	36	-	
ECE 165	Children with Special Needs (2 units)	36	-	
ECE 175	Infant-Toddler Care (3 units)	60	-	
ABE 105	NOCE Learning Center Anaheim Campus: Rooms 138/140/142 Wilshire Center: Room 105 Cypress Center: Room TE2-209 This course counts towards the ECE Certificate Program requirements, but is not recognized by the State of California Community Care Licensing Division and does not qualify as ECE unit hours.	36	-	

Optional Electives/Enhancement Courses (cannot be used to meet the certificate program requirements)				
Course #	Course Title	Hours	Prerequisite(s)	Completion Status
ECE 142	Supervision/Administration	72	<ul style="list-style-type: none"> ECE 136, ECE 140, ECE 100, ECE 170, ECE 108 	
*Required Pediatric First Aid/CPR Certification (any other certification not listed below will not be accepted)				
Approved Course		Training Provider		Completion Status
Heartsaver Pediatric First Aid/CPR		American Heart Association		
Adult and Pediatric First Aid/CPR/AED		American Red Cross		
Pediatric CPR/Pediatric First Aid		Emergency Medical Services Authority		
<i>*Due to COVID-19 the Pediatric First Aid/CPR requirement is temporarily waived for the 2019/2020 and 2020-2021 academic year.</i>				
Completion Timeline				
All required courses for the Early Childhood Education Certificate must be completed within seven (7) years and students must maintain Catalog Rights. NO EXTENSIONS and/or EXCEPTIONS WILL BE GIVEN. Those students not meeting the requirements within 7 years and/or not maintaining catalog rights will be required to repeat any classes that are not within the 7-year time frame and/or take any additional program requirements.				

❖ Students are required to see a NOCE Counselor while enrolled in ECE 140 or ECE 170 to complete an educational plan. Counselor appointments can be made in person at the Anaheim campus in room 215 or by phone at 714-808-4682.

Notice to students: To be considered a fully qualified Aide/Assistant, a minimum of 6 ECE units are required. The following classes are recommended: ECE 140, 136 and 108. To be a fully qualified Teacher, a minimum of 12 ECE units are required. The following classes are recommended: ECE 140, 136, 108, 100, 170, Elective (2 units) or ECE 175. ECE 175 is required to meet State Title 22 requirement to be a fully qualified caregiver of infants and toddlers. ECE 140, 136, 170, 108 are courses mandated by the State of California Community Care Licensing Division to be a fully qualified teacher

Additional Program Information

Catalog Rights and Completion Deadline

The course requirements for a specific certificate program may change from one catalog to the next and, therefore, may change during the period of time that a student attends NOCE. Catalog rights established when a student first takes classes at NOCE protect the student from being held for additional program requirements that may be added to a later catalog.

Students maintain catalog rights by maintaining continuous enrollment in one of the following courses at NOCE: Basic Skills, Career Technical Education, Disability Support Services, and English as a Second Language. Continuous enrollment is enrollment in any two of the previous consecutive terms, including Summer, resulting in an academic record of A, B, C, D, F, P (Pass), NP (No Pass), SP (Satisfactory Progress), or W

(Withdrawal). Missing more than two consecutive terms will result in loss of catalog rights due to a break in continuous enrollment.

If continuous enrollment is broken the student must adhere to the catalog requirements in effect at the time continuous enrollment is re-established and maintained. The lab enrollment in CCTR 100, keyboarding exams, and required certifications (e.g. CPR card) cannot be used to maintain catalog rights. Course substitution and course challenges do not maintain catalog rights.

This policy supersedes all previous catalog rights provisions and applies only to the programs at NOCE.

Course Substitutions:

Requests for course substitutions must be discussed with the CTE Office.

Challenge Exams

This program does not offer any challenge exams.

Program Attendance and Grading Requirement

In-Person Classes	Online Classes
<p><u>First Day Of Class</u> ATTENDANCE ON FIRST DAY OF CLASS IS MANDATORY to secure your place in class. If you are not in class ONE HOUR after the scheduled start time, your spot could be assigned to a student on the waitlist.</p> <p>No student will be allowed to enroll in a class after the established deadline.</p>	<p><u>First Week of Attendance</u> FIRST WEEK OF ATTENDANCE IS MANDATORY to secure your place in class. If you do not sign in to your Canvas course and/or contact your instructor by 11:59 p.m. on Wednesday during the first week of the course, your spot could be reassigned to a student on the waitlist and you will be dropped from the course.</p> <p>No student will be allowed to enroll in a class after the established deadline.</p>
<p><u>Ongoing Attendance</u> Regular attendance is expected of every student.</p>	<p><u>Ongoing Active Participation</u> Ongoing active participation is expected of every student. Active participation requires more than just logging into Canvas. Students who do not actively participate on a weekly basis will be dropped from the class.</p>
<p><u>Waitlisted Students</u> Students on the waitlist should attend the first day of class.</p> <p>During COVID-19 waitlisted students are not authorized on campus and must contact the CTE Office for further instructions.</p>	<p><u>Waitlisted Students</u> Students on the waitlist will be notified as soon as possible when seats open up in classes. If you do not accept, by the deadline given in your e-mail notification the seat will be offered to the next student on the waitlist.</p>

In-Person Classes	Online Classes
<p>Grading Policy All courses in this program are graded (Pass or No Pass).</p> <p>In order to be eligible to receive a passing grade, students in this program must meet both the minimum attendance requirements and the 80% or higher grading requirement.</p>	<p>Grading Policy All courses in this program are graded (Pass or No Pass).</p> <p>In order to be eligible to receive a passing grade, students in this program must meet both the minimum attendance requirements through ongoing active participation and the 80% or higher grading requirement.</p>

Graduation Check for Program Certificate and Commencement

To receive the certificate and participate in the commencement ceremony, students must schedule and attend a Graduation Check/Exit Interview appointment with a NOCE Counselor at the end of your final term to complete the application for program certificate. If you do not plan on participating in the commencement ceremony, you still must schedule a Graduation Check/Exit Interview appointment with a NOCE counselor. You must bring a copy of your current Pediatric First Aid/CPR card.

Once the Records Office receives your application and verifies that all the requirements have been met, the program certificate will be mailed to you.



Accredited by:
Accrediting Commission for Schools,
Western Association of Schools and Colleges
533 Airport Blvd., Suite 200 Burlingame, CA 94010
Website: www.acswasc.org

The North Orange County Community College District's (NOCCCD) North Orange Continuing Education (NOCE) Administrative Offices are located at 1830 W. Romneya Drive in Anaheim, California 92801. For more information, call 714.808.4645 or visit www.noce.edu. It is the policy of NOCCCD to provide an educational, employment, and business environment in which no person shall be unlawfully subjected to discrimination or sexual harassment, nor unlawfully denied full and equal access to the benefits of District programs or activities on the basis of ethnic group identification, national origin, religion, age, gender, race, color, ancestry, sexual orientation, marital status or physical or mental disability as defined and prohibited by state and federal statutes. The District is also committed to maintaining campuses that are free of harassment, drugs and alcohol. To read the entire NOCCCD nondiscrimination statement, see the policy in the General Information section in the back of the NOCE class schedule.