

Nova Southeastern University - NSU
Mailman Segal Institute for Early Childhood Studies

Director Credential Training Program

EDUC 2260: Administration of Child Care and Education Programs

Course Description

This course presents an overview of the skills required in the operation and management of an early care and education program. It incorporates organizational management, financial and legal issues, and programming for children and families. The course meets the requirements of the "Overview of Child Care Management" as defined by the Florida Department of Children and Families, and meets course requirements for the Florida Child Care and Education Program Director Credential. This course may be taken for 3 college credits or for 4.5 CEU-continuing education units. In addition to class meeting times, the course requires at least 10 hours of practical application experiences to be completed at the participant's worksite.

Cost

Tuition if taken for 3 undergraduate college credits \$550 plus Student Services Fee

Application fee to NSU \$35 (credit students only)

Tuition if taken for 4.5 CEUs \$525 plus Student Services Fee

Previous training

Participants must have completed the Florida 30-hour child care training and have a CDA or Florida Childcare Professional Credential (Formerly CDA equivalency), recognized formal training, or for college credit must have proof of completion of high school.

Required course materials. Books may be ordered from the NSU Bookstore, 800-541-NOVA, ext 4750 or www.nsubooks.bkstore.com, or directly from the supplier. *Prices noted are approximate and vary by distributor.*

- Bloom, P. (1997). *A great place to work*. Washington, DC: NAEYC. \$10. 800-424-2460
- Harms, T., Clifford, R. & Cryer, D. (1998). *Early childhood environment rating scale (ECERS)*. New York: Teachers College Press. *Also available in Spanish.* \$14. Distributed by Kaplan. 800-334-2014.
- Neugebauer, B. & Neugebauer, R. (Eds.) (2003). *The art of leadership: Managing early childhood organizations* Revised edition. Redmond, WA: Child Care Information Exchange. \$63. 800-221-2864 or www.childcareexchange.com

Registration information

NSU Mailman Segal Institute 800-836-8326, ext 7126 or 954-262-7126