

**Nova Southeastern University
Mailman Segal Institute for Early Childhood Studies**

**Director Credential Training Program
EDUC 2260: Administration of Child Care and Education Programs**

Course Calendar Fall 2004

Ft. Lauderdale Area	Miami Area
NSU Main Campus 7600 SW 36th Street - Davie Wednesday evenings 6 – 10 PM September 22 – November 10, 2004	Bilingual Spanish CEUs only Tuesday evenings 6 – 10 PM September 21 – November 9, 2004 <i>Location:</i> NSU Kendall Campus 8585 SW 124 th Ave <i>FL turnpike ext S at SW 88th St (Kendall Dr)</i> Thursday evenings 6 – 10 PM September 23 – November 11, 2004 <i>Location:</i> Child Development Services <i>formerly Family Central</i> 15910 NW 57 th Ave Miami Lakes

**Information: NSU Mailman Segal Institute
954-262-6903 or 800-836-8326, x6903**

Cost: \$500 for 4.5 CEUs or \$561 for 3 college credits

Books sold by NSU bookstore (see back of page for details); call 954-262-4750
or www.nsubooks.bkstore.com

Financial Aid: Call toll free 1-877-FL-TEACH

Classes meet once/week for 8 weeks except for holidays. Class dates are subject to change so please call to confirm. Classes are also available in the Miami area, including bilingual classes for Spanish speakers.

Winter classes begin week of January 10, 2005

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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 \$526

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

Tuition if taken for 4.5 CEUs \$500

Previous training

Participants must have completed the Florida 30-hour child care training and have a CDA or equivalent, recognized formal training, or a work history exemption. Applicants 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.

ECERS Video Workbook. \$5. Distributed by Kaplan. 800-334-2014.

Neugebauer, B. & Neugebauer, R. (Eds.) (1998). *The art of leadership: Managing early childhood organizations*. Redmond, WA: Child Care Information Exchange. \$63. 800-221-2864 or www.childcareexchange.com

Registration information

NSU Mailman Segal Institute 800-836-8326, ext 6903 or 954-262-6903