

# CDA Training Course New York Applicant Packet

#### **English & Spanish Courses Available**

Hours of Operation (Eastern Time):

Monday-Thursday: 7:00am-6:00pm

Friday: 7:00am-12:00pm

Closed on Weekends and Holidays

Register on Your Phone, Tablet, or Computer by Visiting

https://misstrish.net/

& Selecting Earn Your CDA – Start Today!







## **Start Earning Your CDA Today!**

#### Register & Submit Forms on Your Phone, Tablet, or Computer!

#### SCAN THE QR CODE BELOW TO GET STARTED!





- 1. Visit <a href="https://misstrish.net/">https://misstrish.net/</a>
- 2. Click Earn Your CDA Start Today!
- 3. Complete the 1-minute questionnaire
- 4. Our Team will follow up with you shortly & email the File Invite registration link



- Email <u>ppascucci@misstrish.net</u> with your <u>name</u>, <u>state</u>, <u>and that you would like</u> <u>more information on enrollment</u> or to enroll in our upcoming CDA Course
- 2. Our Team will follow up with you shortly & email the File Invite registration link

Contact Us at 1-833-678-7474 or ppascucci@misstrish.net for assistance.



#### **Welcome Message and Mission Statement**

#### **Welcome Message and Mission Statement**

Welcome to Miss Trish's Wellness Teachings and Techniques! We pride ourselves on helping Early Childhood Educators further their career and education through online training and an all-inclusive Child Development Associate (CDA) Program & Renewal Course that combines the high standards of traditional education with the ease and flexibility of online learning.

As an IACET Accredited Provider, Miss Trish's Wellness Teachings and Techniques offers the highest-level quality training and courses available. Our asynchronous online training programs are designed to meet the needs of today's Early Childhood Educator. We understand the challenges today's educators face and provide you with the support and training you need to excel in your field. Our custom programs not only give you the opportunity to complete online training based on your availability, but provide you with personalized support from certified educators with field experience.

Our all-inclusive comprehensive programs enable you to excel throughout your training and apply the concepts and strategies learned to your everyday classroom activities. All training courses also provide CEUs (Continuing Education Units), giving you the confidence you need to continue your education.

With the help of Miss Trish's Wellness Teachings and Techniques, our one-of-a-kind trainings, and all-inclusive Child Development Associate (CDA) Program & Renewal Course, you can feel confident furthering your education and advancing your career with personalized guidance from certified teachers. Let our programs created by an Educator for Educators help you earn the credentials you deserve.

#### **Policies and Guidelines**

Please visit <a href="https://misstrish.net/policies-%26-regulations">https://misstrish.net/policies-%26-regulations</a> to read and review our Policies and Guidelines.



## **CDA Training Course**

Earn the Most Widely Recognized Credential in Early Childhood Education

Providing You With Everything You Need To Earn Your CDA

### Trainings & Classes Provided by Certified Educators with CDA Requirements:

- 120 Hours of Training in CDA Subject Areas
- Professional Portfolio
- CDA Exam
- PD Specialist Observation

#### Making It Work For You:

- Online Course
- Personalized Guidance
- Schedule Friendly
- Exam Preparation

#### Why Earn Your CDA:

- Further Enhance Your Knowledge and Career
- Increase Your Training
- Boost Your Classroom Performance
- Potentially Earn a Higher Salary

Required Textbooks & Materials to be Purchased: CDA Essentials for Working with Young Children (Third Edition), The Child Development Associate National Credentialing Program and CDA Competency Standards, and a Binder for your Portfolio\*

## CDA TRAINING INFORMATION

SCHOLARSHIPS AVAILABLE IN VARIOUS STATES

PAYMENT PLANS & DISCOUNTS AVAILABLE

SCHEDULE FRIENDLY

**FULL ONLINE COURSE** 

OPTIONAL ONLINE LIVE CLASS SESSIONS

INDIVIDUAL ONLINE
TUTORING AVAILABLE

## CONTACT

Patricia Pascucci, MA, LAC Program Founder & Director

Website: www.misstrish.net
Courses: courses.misstrish.net

Phone Number: 1-833-Ms-Trish (1-833-678-7474) Ext.: 1

Email: contact@misstrish.net



#### Miss Trish's is an IACET Accredited Provider

#### What is IACET?

 IACET (International Accreditors for Continuing Education and Training) is recognized internationally as a standard development organization and accrediting body that promotes quality of continuing education and training

#### Why Does it Matter that Miss Trish's is an IACET Accredited Provider?

Miss Trish's Wellness Teachings and Techniques is accredited by the International
Accreditors for Continuing Education and Training (IACET) and offers IACET CEUs for its
learning events that comply with the ANSI/IACET Continuing Education and Training
Standard. IACET is recognized internationally as a standard development organization
and accrediting body that promotes quality of continuing education and training.

#### What Does Miss Trish's Provide as an IACET Accredited Provider?

- CEUs for all learning events that comply with the ANSI/IACET Continuing Education and Training Standard (ex: 12 CEUs for 120 Hours of CDA Training)
- An organization that provides stellar processes used to plan, design, develop, deliver, and administer programs
- Assurance of a quality organization
- Learning opportunities that have been benchmarked against industry best practices







#### FOR IMMEDIATE RELEASE

## Miss Trish's Wellness Teachings and Techniques Becomes an IACET Accredited Provider Prestigious Accreditation Demonstrates Commitment to High-Quality Adult Learning

**September 1, 2021:** The International Association for Continuing Education and Training (IACET) has awarded Miss Trish's Wellness Teachings and Techniques the prestigious Accredited Provider accreditation. IACET Accredited Providers are the only organizations approved to offer IACET Continuing Education Units (CEUs). The accreditation period extends for five years, and includes all programs offered or created during that time.

"Miss Trish's Wellness Teachings and Techniques is proud of our education programs which educate hundreds of Early Childhood Educators each year in crucial classroom skills so that our students can maintain relevancy in today's world," stated Patricia Pascucci, Owner/Director. Patricia Pascucci added, "Our accreditation with IACET is a demonstration of our commitment to quality adult education and high standards for all of our programs. We are very pleased to join such a prestigious organization as well as an elite group of organizations that offer excellent continuing education and training programs."

"We are pleased to recognize and celebrate the achievement of Miss Trish's Wellness Teachings and Techniques as an Accredited Provider," stated Casandra Blassingame, CEO of IACET. Blassingame added, "Miss Trish's Wellness Teachings and Techniques proudly joins nearly 500 organizations around the globe that have matriculated through a rigorous peer-reviewed process by experts in continuing education, thereby ensuring the highest possible standards are met."

#### **Courses Offered Include:**

- All Inclusive Online CDA Program
- Online CDA Renewal Course
- Online Early Childhood Education Courses

To achieve Accredited Provider accreditation, Miss Trish's Wellness Teachings and Techniques completed a rigorous application process and successfully demonstrated adherence to the ANSI/IACET 2018-1 Standard for Continuing Education and Training by addressing the design, development, administration, and evaluation of its programs. Miss Trish's has pledged its continued compliance with the Standard and is now authorized to use the IACET name and Accredited Provider logo on promotional course material. In addition, Miss Trish's Wellness Teachings and Techniques is now linked to the IACET web site and is recognized as offering the highest quality continuing education and training programs.

Miss Trish's Wellness Teachings and Techniques is redefining education for Early Childhood Educators, creating flexible courses that are designed for Educators by Educators. With continued support, students enrolled in courses created by Miss Trish can feel confident that they will not only successfully complete their training, but apply the skills learned in a classroom setting to become the best teachers possible.

**About IACET:** The International Association for Continuing Education and Training (IACET) is a non-profit association dedicated to quality continuing education and training programs. IACET is the only standard-setting organization approved by the American National Standards Institute (ANSI) for continuing education and training. The ANSI/IACET 2018-1 Standard for Continuing Education and Training is the core of thousands of educational programs worldwide. For more information, please visit <a href="https://www.iacet.org">www.iacet.org</a> or call 703-763-0705.



#### What's Included in Miss Trish's CDA Program?

#### **Course Information and Details**

- IACET Accredited Provider
- 100% virtual learning with ongoing support from Certified Educators with field experience
- Participants are able to create their own learning schedule and complete their training during their availability (we recommend 6 hours per week but participants are able to create their own schedule)
- Optional weekly live virtual classes with a certified educator at no extra cost
- Optional one-on-one or small group virtual tutoring with a certified educator at no extra cost
- Continued support and guidance from a team of educators with field experience
- 120 hours of online training in all required CDA Subject Areas
- Earn 12 CEUs (Continuing Education Units)
- Professional Portfolio assistance from certified PD Specialists
- CDA Exam preparation
- Assistance locating a PD Specialist and preparing for your observation

#### **Course Timeline**

- Participants are provided with 5 months access to the online CDA Program to complete their 120 hours of training in all 8 required subject areas towards earning their CDA
- Participants are provided with 7 months access to the CDA Professional Portfolio Course for additional assistance creating the required Professional Portfolio towards earning their CDA
- Participants are provided with guidance upon the completion of their 120 hours of training towards the next stages of earning their CDA

#### Required Texts to be Purchased Separately:

(All texts can be purchased at https://www.cdacouncil.org/)

- The Child Development Associate National Credentialing Program and CDA Competency Standards (Infant - Toddler or Preschool Edition)
- CDA Essentials for Working with Young Children (Third Edition)

#### Students Enrolled In This Training Will Have Access To:

- Course Syllabus
- Study Guide/Review Packets
- Interactive Worksheets
- Training Videos
- Sample Professional Portfolio and Review of your Professional Portfolio
- Interactive Review Activities
- Content Assessments
- Personalized Assistance
- Optional Live Virtual Classes
- Optional Personal or Small Group Tutoring
- Email and Text Message Notifications

#### Why Choose Miss Trish's Wellness Teachings And Techniques For All Of Your Trainings?

- All trainings created by an Educator for Educators
- Course activities to engage all types of learners
- Personalized guidance from experienced Educators
- Access to virtual tutoring
- Study Guides and Interactive Worksheets designed for optimal learning
- Sample schedules provided to help learners stay on track
- Notification Emails
- Easy to view dashboards
- Full time access to certificates and transcripts

#### Courses/Trainings Included in the CDA Program

- 1. Planning a Safe and Healthy Learning Environment
- 2. Advancing Children's Physical and Intellectual Development
- 3. Supporting Children's Social and Emotional Development
- 4. Building Productive Relationships with Families
- 5. Managing an Effective Program
- 6. Maintaining a Commitment to Professionalism
- 7. Observing and Recording Children's Behavior
- 8. Understanding Principles of Child Development and Learning
- 9. CDA Practice Exam
- 10. CDA Professional Portfolio Course and Review of Professional Portfolio by a certified PD Specialist and Educator



#### **CDA Program Cost & Registration Information**

#### **CDA Program Cost**

- \$1400.00 for 120 hours of online training for all EIP Scholarship Applicants (Cost with discounts is normally \$1500.00 for 120 hours of online training) (This training is normally \$1800.00 when the courses are purchased separately. Participants also receive the Professional Portfolio Course for free, a total savings of \$525. That is less than \$12.50 per hour of training!)
- Textbook prices are available on the Council's website at cdacouncil.org

#### **Scholarships Available**

Scholarship funding to participate in this training may be available through the (Educational Incentive Program (EIP))/Medication Administration Training (MAT). For more information or to apply for a scholarship, please visit <a href="https://www.ecetp.pdp.albany.edu">www.ecetp.pdp.albany.edu</a>. You may also contact EIP/MAT by email at <a href="mailto:eip@albany.edu">eip@albany.edu</a>, MAT by email at <a href="mailto:mat@albany.edu">mat@albany.edu</a> or by phone at either (800) 295-9616 or (518) 442-6575.

IF A STUDENT RECEIVES EIP FUNDING & DOES NOT COMPLETE/PASS THE COURSEWORK. THE STUDENT WILL BE RESPONSIBLE FOR REIMBURSING EIP IN FULL

#### **Payment Plans Available**

- For those who do not qualify for the New York State Educational Incentive Program (EIP) Scholarships, payment plans are available
- Please contact us for payment plan information at 1-833-678-7474 Ext. 4 or email finance@misstrish.net

#### How to Register for the CDA Program

1. Contact us at 1-833-Ms-Trish (1-833-678-7474) Ext. 1 or email <a href="mailto:ppascucci@misstrish.net">ppascucci@misstrish.net</a> to notify our team that you are interested in registering for the CDA Program so we can answer any questions you may have and help you choose the finance/grant option best for you

- 2. A link will be sent to the email you provide so you can complete the required forms.
- 3. For those applying for the New York State Educational Incentive Program (EIP) scholarships, upon notification of your approval/denial, you will be contacted by a member of our team to discuss the next steps to finalize your registration
- 4. You will then be sent your official CDA Program Welcome Guide, Optional Live Online Class Schedule, and Optional Live Virtual Tutoring Information Sheet, all important information to help you be as successful as possible within the CDA Program
- Once you receive your CDA Program Welcome Guide, visit
   <a href="https://courses.misstrish.net/">https://courses.misstrish.net/</a> to register using the login information emailed to you

#### Important Information on Course Requirements & Withdrawals

Please visit <a href="https://misstrish.net/policies-%26-regulations">https://misstrish.net/policies-%26-regulations</a> to read all of our Policies and Regulations

#### Failure to Complete/Pass the CDA Course & Course Withdrawal Information

Please note that if you are a recipient of scholarship funding towards your CDA Training, failure to complete and/or pass the CDA Course may result in required repayment of scholarship funding to the applicable agency, ineligibility to receive further funding, and/or ineligibility to participate in your state's and/or Miss Trish's future courses/trainings. You are encouraged to contact your scholarship provider and review the scholarship requirements for more information. Students who pay for CDA coursework themselves (self-payment plans) will be ineligible for a refund for non-completion/non-passing and may be ineligible to take future coursework with Miss Trish's. All students have the opportunity to withdraw from their CDA Course within 14 business days PRIOR to their course start date without any financial liability. All withdrawals must be in writing and emailed to ppascucci@misstrish.net within 14 business days prior to the course start date. All written withdrawals must come directly from the student and include the student's full name, state, course start date, and withdrawal request.



### Miss Trish's Also Offers CDA Renewal Training

If you have already earned your CDA & simply need to renew your CDA, Miss Trish's can assist you! Please review the information below.

#### **CDA Renewal Requirements**

- 45 Hours of Age Specific Training (Preschool or Infant/Toddler)
- Membership to a National or Local Early Childhood Professional Organization
- Minimum 80 Hours Working with Young Children
- Recommendation From ECE Reviewer
- First Aid and Infant and Child CPR Certification

#### **CDA Renewal Training Hours Cost**

- The cost is \$550 for 45 hours of training (That's only \$12.22 for every 1 hour of training!)
- Please visit <a href="https://courses.misstrish.net/Catalog/V2/">https://courses.misstrish.net/Catalog/V2/</a> to learn more about the CDA Renewal Course offered in both English & Spanish

#### **Scholarships Available**

 Scholarships are available in various states. Please contact <u>ppascucci@misstrish.net</u> for more information.

#### **Payment Plans Available**

- For those who do not qualify for scholarships or if a scholarship is not available in your state, payment plans are available
- Please contact us for payment plan information at 1-833-678-7474 Ext. 4 or email finance@misstrish.net

How to Register for Your CDA Renewal Training Hours

To Register for Your CDA Renewal Training, Visit <a href="https://misstrish.net/">https://misstrish.net/</a>

& Select Earn Your CDA – Start Today!

For More Information on CDA Renewal Requirements, Please Visit:

https://www.cdacouncil.org/wp-content/uploads/2022/05/CDA-Renewal-Guide final May2022.pdf



#### **Pre-Qualifying Information & CDA Requirements**

Pre-Qualifying Information for Available New York State Educational Incentive Program (EIP) Scholarships

To meet the criteria for the CDA Program and/or New York State Educational Incentive Program (EIP) Scholarship requirements, please ensure you meet all of the requirements below. Payment Plans and discounts are available for those who do not meet the qualifications for the scholarship program.

Please click on the link below to view all EIP Scholarship Eligibility Requirements file:///C:/Users/ppasc/Downloads/EIP\_2025-English%20Brochure.pdf

## Qualifications for All New York State Educational Incentive Program (EIP) Scholarships

#### **EIP Scholarship Eligibility Requirements**

Scholarship eligibility is based on current employment, the training and the training organization that are chosen, and the applicant's household income. Child care providers may apply for multiple scholarships within the current year until they reach their maximum annual scholarship amount. See the <u>income chart</u> for maximum amounts.

#### **Employment Requirement**

Applicants must meet all 4 of the employment requirements listed below. <u>Employment</u> verification is required with each application.

- 1. You must be a U.S. Citizen, Permanent Resident, or Resident Alien authorized to work in the U.S.
- 2. You must be a paid employee, or the direct supervisor of a paid employee, in one of the following NYS OCFS or NYC DOHMH registered or licensed child care programs:
  - A registered family child care program

- o A licensed group family child care program
- A registered school-age program
- o A licensed child care center or Head Start
- 3. You must be caring for children, or the direct supervisor of employees who care for children, as part of the adult/child ratio requirement.
- 4. Have 240 hours of experience working with children.

#### The following are **NOT** eligible for EIP scholarships:

- Volunteers
- Substitutes for a family day care or group family day care
- Adjunct child care staff
- Consultants
- Staff not counted in the adult/child ratio
- Legally Exempt and No Permit Required (NPR) programs
- Providers, staff, and supervisors of programs licensed by the NYS Department of Education
- Home-based Teacher/Family Advocate
- Summer Day Camp Staff

#### **Award Eligibility**

Use the Downstate chart below only if you live in New York City, Nassau, Putnam, Rockland, Suffolk, or Westchester counties.

UPSTATE AWARD ELIGIBILITY						
		100%	75% of amount requested			
FAMILY SIZE	1	\$0 - \$49,843	\$49,844 - \$66,457			
	2	\$0 - \$65,179	\$65,180 - \$86,905			
	3	\$0 - \$80,515	\$80,516 - \$107,354			
	4	\$0 - \$95,852	\$95,853 - \$127,802			
	5	\$0 - \$111,188	\$111,189 - \$148,250			
	6	\$0 - \$126,524	\$126,525 - \$168,699			
	Each Add'l	\$15,336	\$20,448			



Use the Downstate chart below only if you live in Nassau, Putnam, Rockland, Suffolk, Westchester counties or NYC

DOWNSTATE AWARD ELIGIBILITY						
		100%	75% of amount requested			
FAMILY SIZE	1	\$0 - \$62,303	\$62,304 - \$83,071			
	2	\$0 - \$81,474	\$81,475 - \$108,632			
	3	\$0 - \$100,644	\$100,645 - \$134,192			
	4	\$0 - \$119,814	\$119,815 - \$159,753			
	5	\$0 - \$138,985	\$138,986 - \$185,313			
	6	\$0 - \$158,155	\$158,156 - \$210,873			
	Each Add'l	\$19,170	\$25,560			

#### Confidentiality

Application and award information is held by EIP in confidence. You must give written permission to EIP if you would like us to share your information with a third party. Parents, directors and trainers are third parties. EIP can share your award information with a training/education organization once an award has been issued for their training.

#### **Income Requirements**

The applicant's household adjusted gross income as reported on the most recent IRS Form 1040 must fall within the ranges on the income chart below. EIP reserves the right to seek additional verification that the income documentation submitted is accurate and authentic.

If you are applying for CDA assessment or renewal fee, or a <u>pre-approved credential or accreditation fee</u>, your income will not be used as a factor to determine scholarship eligibility.

Please click on the link below to view all EIP Scholarship Eligibility Requirements file:///C:/Users/ppasc/Downloads/EIP\_2025-English%20Brochure.pdf

#### **EIP Scholarship Eligibility (Continued)**

#### **EIP Scholarship Eligibility**

EIP scholarships can be used to cover the cost of CDA training, the Assessment application fee, and the Renewal fee. In order to receive an EIP scholarship, you must:

- Meet all the eligibility requirements outlined on pages 2-4 of this brochure.
   NOTE: Income is not used as a factor to determine scholarship eligibility for the Assessment Application Fee.
- Have 240 hours of experience working with children.

EIP scholarships will only be used for training activities that begin and end in the 2025 calendar year. Scholarship applications must be received by December 1, 2025 to be considered.

EIP scholarships cannot be used to cover the cost of the application packet.

Scholarships for trainings taken with Verified Trainers or Content Specialists, or asynchronous distance learning trainings will be issued at a rate of up to \$30 per training hour.

Scholarships for trainings taken with Professional Development Specialists in Early Childhood and/or School-Age will be issued at a rate of up to \$35 per training hour.

If you do not pass, you must refund EIP the full amount of your CDA Assessment scholarship.

The maximum annual scholarship amounts are up to:



- \$2,500 for credential training
- \$500 for CDA Initial Application fee
- \$150 for CDA renewal fee
- \$500 for second setting fee

#### **Breakdown of CDA Activities and Related Costs**

Activity	Cost	Eligible for EIP funding?
CDA Preparatory Training	Varies depending on organization	Yes
CDA textbook and training materials	Varies depending on item	No
CDA Initial Application Packet	\$25 per setting plus shipping and handling	No
CDA Formal Observation	Paid by the CDA Council to the PD Specialist	No
CDA Assessment Application Fee	\$425 online application \$500 paper application	Yes
CDA Renewal Application Packet	\$15	No
CDA Second Setting Fee	\$425 online application \$500 paper application	Yes
CDA Renewal Fee	\$125 online renewal \$150 paper renewal	Yes

Training obtained as part of a CDA Credential program may be applied towards your 30 hours of required training.

All New York State Educational Incentive Program (EIP) Scholarship

Information & Requirements Can Be Found At <a href="https://www.ecetp.pdp.albany.edu/eip.aspx">https://www.ecetp.pdp.albany.edu/eip.aspx</a>

For More Information on the New York State Educational Incentive Program (EIP)
Scholarships, Please Contact the Professional Development Program by
Calling (518) 442-6575 (Toll Free: 1-800-295-9616)
or Emailing ecetp@albany.edu

IF A STUDENT RECEIVES EIP FUNDING & DOES NOT COMPLETE/PASS THE COURSEWORK, THE STUDENT IS RESPONSIBLE FOR REIMBURSING EIP IN FULL

Please click on the link below to view all EIP Scholarship Eligibility Requirements file:///C:/Users/ppasc/Downloads/EIP 2025-English%20Brochure.pdf

#### CDA Requirements Set by the Council for Professional Recognition

The requirements below have been set by the Council for Professional Recognition. In the CDA Program, you will receive guidance to meet each requirement and complete each step needed towards earning your CDA.

- You must have a high school diploma
- Any time before you apply: Complete 120 clock hours of professional education covering the eight CDA Subject Areas
- Within 3 years before you apply: Obtain 480 hours of experience working with young children
- Within 6 months before you apply: Prepare a CDA Professional Portfolio according to the requirements outlined in the CDA Competency Standards book
- Submit a completed CDA application with full payment or scholarship issued funds
- Take the CDA Exam at a local Pearson Vue test center.
- Complete the CDA Verification Visit with the PD Specialist

Please visit <a href="https://www.cdacouncil.org/credentials/faqs/apply-for-cda-faqs">https://www.cdacouncil.org/credentials/faqs/apply-for-cda-faqs</a> for more information on the CDA credentialing process



#### **CDA Applicant Required Documents**

To Register & Submit Documents, Visit <a href="https://misstrish.net/">https://misstrish.net/</a>

& Select Earn Your CDA – Start Today!

Required Documents to be Submitted

All documents listed are required to successfully register for the CDA Program.

Visit <a href="https://misstrish.net/">https://misstrish.net/</a> & Select Earn Your CDA – Start Today!

After all documents have been received and reviewed, all CDA Program applicants will receive further directions to finalize registration.

Visit <a href="https://misstrish.net/">https://misstrish.net/</a> & Select Earn Your CDA — Start Today! to submit the required documents listed below.

- 1. Completed CDA Training Course Registration Form (Online)
- 2. Completed CDA Information Sheet (Online)

For New York State Educational Incentive Program (EIP) Scholarship Applicants, please have the following documents on standby and be prepared to submit them with your scholarship application. No scholarship applications will be accepted without these documents. These documents are not to be submitted to Miss Trish's, they are only to be submitted with your EIP scholarship application.

- 1. A copy of a paycheck or paystub from within the last 8 weeks (must be one from your place of employment at a licensed child care center)
- A copy of the first 2 pages of your most recent Federal Tax Form 1040. The pages must show your full Social Security Number, the number of dependents and your adjusted gross income.



## New York Early Childhood Education and Training Program (ECETP) and Aspire Registry Account Directions

If you are interested in applying for New York State Educational Incentive Program (EIP) Scholarship, you will need to have/create an Early Childhood Education and Training Program (ECETP) and an Aspire Registry account. Please follow the directions below to create these accounts if you do not have one.

#### How to Create an ECETP Account

If you need assistance with creating an ECETP Account, please call the Professional Development Program at (518) 442-6575 (Toll Free: 1-800-295-9616) or Email ecetp@albany.edu

- Go to
   https://www.ecetp.pdp.albany.edu/mytraining/guest/Login.aspx?ReturnUrl=%2fmytraining%2f
   EIPApp%2fPreApp.aspx
- 2. Click Create a New ECETP Account
- 3. Follow the Prompts

#### How to Create an Aspire Registry Account

If you need assistance with creating an Aspire Registry Account, please call the Professional Development Program at (718) 254-7716 or Email <a href="mailto:info@nyworksforchildren.org">info@nyworksforchildren.org</a>

- 1. Go to <a href="https://www.nyworksforchildren.org/">https://www.nyworksforchildren.org/</a>
- 2. Click The Aspire Registry tab at the top of the page
- 3. Click login
- 4. Click Create Account
- 5. Follow the Prompts



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