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- I. **Process page: how the resource binder is meant to be used (point list)**
- II. **Client Application for Advising Services**
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 - d. Signature Form – re: where the information will go/how it will be used
- III. **Professional Development/Education Plan and Forms for Advisors/Counselors**
 - a. Licensing Requirement Check List
 - b. Child Development Permit Matrix Check List
 - c. Cabrillo College ECE Major Course Check List
 - d. Bachelor's Degree Contact List
 - i. CSUMB
 - ii. SJSU
 - iii. Pacific Oaks
 - iv. UCSC
 - v. Bethany
 - vi. National Hispanic University
- IV. **Resources:**
 - a. Child Development Teacher/Director Permit Matrices
 - i. Child Development Permit Preschool Matrix English & Spanish
 - ii. Child Development Permit School Age Emphasis Matrix English & Spanish
There are frequent updates to these documents. Download at:
http://www.childdevelopment.org/cs/cdtc/print/htdocs/services_permit.htm
 - iii. Verification of Experience Guidelines and Alternatives – get from CCTC
 - b. Title 22 Teacher/Director preparation requirements: (get one page from DSS/CCL website – LIC forms).
 - c. NAEYC Accreditation Teacher/Director Requirements (link to website)
 - d. Head Start Teacher/Director Requirements
 - e. Cabrillo College Catalogue Website
Download at: <http://www.cabrillo.edu/publications/catalog/2006-07.pdf>
See the following relevant pages of the catalogue:
 - i. ECE Major
 - ii. Early Childhood Specialization Certificates
 - iii. Financial Aid
 - iv. Child Care Services
 - v. Health Services

- vi. A.A./A.S. Degree Requirements
- vii. Transfer Counseling
- viii. Catalogue Rights: Cabrillo course requirements are based on the year you entered the college (not the current year) – get from Eva Acosta (in electronic format? Ask about break)

- f. Family Child Care Home licensing requirements and information (brief description – ask Maria)

- g. Health and Safety (15 hour requirement) info

- h. Foreign Transcripts Evaluation form From CCTC

- i. Glossary of Terms

- j. ECE Professional Development Advising Contacts and Program Information

- k. Important Websites
 - i. California Commission on Teaching Credentials (CCTC)
 - ii. Child Development Training Consortium (CDTC)
 - iii. Child Care Planning Council (CCPC)
 - iv. Central Coast Association for the Education of Young Children (CCAIEYC)
 - v. California Association for the Education Young Children (CAEYC)
 - vi. National Association for the Education of Young Children (NAEYC)