



Designated Program Administrator Qualifications

Alternative Pathways to Achieve Educational Qualifications of the Designated Program Administrator

Programs may choose to meet educational requirements for the designated program administrator by demonstrating that they have at least 100 points by the values assigned in the Alternative Pathways table below. To view other options by which the designated program administrator can meet educational requirements, refer to the Candidacy Requirements at www.naeyc.org/academy or criterion 10.A.02 in the [TORCH](#) Criteria Search.¹

Formal Education		Experience		Relevant Training and Credentials	
<i>Must be able to document educational experiences equaling a minimum of 50 points and a maximum of 70 points from this column</i>		<i>Must be able to document work experiences equaling a minimum of 15 and a maximum of 50 points from this column</i>		<i>Must be able to document a minimum of five points and a maximum of 35 points from this column</i>	
A baccalaureate degree or higher in early childhood education, child development and family studies, early childhood special education, or elementary education, any of which encompasses development and learning of children birth through kindergarten, but is lacking nine credit hours in leadership, management or administration	70	At least five years of experience as a program administrator that includes leading a program through the NAEYC Accreditation process and maintaining NAEYC Accreditation for at least two years	50	College credits or training hours that are related to management knowledge or skills and to early childhood knowledge or skills. One college credit equals four points	4
A baccalaureate degree or higher in educational leadership, management, or a related field (human services administration, business administration, organizational development, public administration) but is lacking 24 credit hours that encompass development and learning of children birth through kindergarten	65	At least three years of experience as a program administrator that includes successfully leading the program through the NAEYC Accreditation process (at least 12 months before the site visit)	40	Four contact hours of training within the past five years equals one point	1
				Administrator Credentials Recognized by NAEYC equals 35 points	35
A baccalaureate degree or higher in a field such as social work or psychology but is lacking 24 credit hours that encompass development and learning of children birth through kindergarten and is lacking 9 credit hours in leadership, management or administration	60	At least three years experience as a program administrator in a NAEYC-Accredited program during which accreditation has been consistently maintained	30		
An associate's degree in ECE-CD	55	At least five years of experience as a program administrator in a program not accredited by NAEYC	25		
A baccalaureate degree or higher in any other field	50	At least three years of experience as a program administrator in a program not accredited by NAEYC	15		

¹ Note that Candidacy Requirements for the designated program administrator and criterion 10.A.02 are the same.