

NAEYC Higher Education Accreditation and Recognition Systems

Request for Onsite Training

We are delighted to offer a variety of support services to help programs and agencies learn more about Early Childhood Higher Education Program Accreditation, the 2010 NAEYC Standards for Initial & Advanced Early Childhood Professional Preparation Programs, and national recognition for programs in the CAEP Accreditation system. Please complete this form so that we can work with you to identify how best to meet your needs.

Contact Information

Name and title of contact person: _____

Contact person's phone number: _____

Contact person's mailing address: _____

Contact person's email address: _____

Organization or college the contact person represents: _____

Who will be responsible for signing the training contract?

Contact person and organization listed above

Other (please provide a name and address)

Training Participants

Approximate number of individuals expected to participate: _____

Approximate number of colleges to be served by this technical assistance opportunity: _____

Participants' knowledge and experience with NAEYC accreditation and/or recognition systems:

Majority of participants have limited knowledge of accreditation/recognition

Majority of participants have developing knowledge of accreditation/recognition (for example, faculty from a program in self-study)

Majority of participants have an understanding of accreditation/recognition but could use some focused training (for example, faculty from an accredited program)

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Training Content

Note: While this training can be designed for an audience with varying needs, selecting more than one topic will require the trainer to focus on the breadth, not depth of the topic. Multiple training days can also be scheduled.

The training should focus on:

- Understanding the accreditation process and expectations – “Accreditation 101”
- Aligning key assessments with standards
- Identifying and selecting core key assessments
- Organizing the self-study process
- Customized training on _____

Training Logistics

Ideally, this training could take place during (select one):

- Spring Summer Fall 20_____

Do you have a specific date(s) in mind?

- No, the date is flexible
- Yes, the preferred date(s) is (are) _____

What time of the day should the training begin? _____

What time of the day should the training end? _____

Do you have a specific trainer in mind?

- No
- Yes, if possible, the preferred trainer should be _____

Do you have a specific venue in mind?

- No
- Yes, the preferred venue is _____ (please include the address)

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Please select all logistics you would like NAEYC to be responsible for (additional costs may apply):

Logistics for training participants

- Transportation
- Procuring the meeting venue
- Lodging for participants
- Breakfast for participants
- Lunch for participants
- AM snack for participants
- PM snack for participants

or

All *logistics for participants* mentioned above will be handled by the individual/organization requesting this training and should not be included in training fee.

Logistics for trainer(s)

- Logistics for trainers (could include hotel, transportation, meals, parking and other incidentals)
- Technology at the meeting venue (projector and screen)

or

All *logistics for trainers* mentioned above will be handled by the individual/organization requesting this training and should not be included in training fee

Other

What else should we know as we begin to think about this training opportunity? Feel free to share any insights related to your context, state initiatives or participants that should be considered in developing the training content.