State of California
Commission on Teacher Credentialing
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CHILD DEVELOPMENT PERMITS

Child Development Permits are available at various levels. Each level has one or more ways to qualify. Individuals must meet **all** of the requirements listed in **one** of the available options. Individuals should review all available options and complete the one that best reflects their own education and/or experience.

Levels of the Child Development Permit

- Child Development Assistant Permit
- Child Development Associate Teacher Permit
- Child Development Teacher Permit
- Child Development Master Teacher Permit
- Child Development Site Supervisor Permit
- Child Development Program Director Permit

School-Age Emphasis Authorization

The School Age Emphasis Authorization may be added to any level Child Development Permit and authorizes the holder to provide all services authorized by the holder's Child Development Permit and to provide services in the care, development, and instruction of children in before-school, after-school, and other school-age child care programs.

The Application Packet

Individuals applying for a Child Development Permit must submit a completed application packet consisting of **all** of the following:

1. Official transcripts verifying course work and/or letters verifying experience appropriate to the permit type
2. Completed application (form 41-4)
3. Application processing fees
4. First-time applicants must submit a completed Live Scan receipt (form 41-LS) verifying that fingerprints have been taken and fees have been paid. Out-of-state residents must submit two fingerprint cards (FD-258) and fingerprint processing fees in lieu of a Live Scan receipt.

Course Work Requirements

1. All course work must be degree-applicable (associate degree or higher) and non-remedial
2. All course work must be completed with a grade of "C" or better ("pass" and "credit" grades meet this requirement)
3. All core course work must meet a minimum unit requirement of three semester units or four quarter units (see *Terms and Definitions*)
4. All course work must be completed at a regionally-accredited college or university

CHILD DEVELOPMENT ASSISTANT PERMIT

Authorization

A Child Development Assistant Permit authorizes the holder to care for and assist in the development and instruction of children in a child care and development program under the supervision of a Child Development Permit (CDP) Associate Teacher, CDP Teacher, CDP Master Teacher, CDP Site Supervisor, or CDP Program Director.

Requirements for the Child Development Assistant Permit

To qualify for the Child Development Assistant Permit, individuals must satisfy **all** of the requirements listed in one of the following options:

Option 1

1. Complete six semester units of early childhood education or child development course work
2. School-Age Emphasis under this option requires that three of the six semester units in early childhood education/child development be completed in school-age course work

Option 2

Complete an approved Home Economics and Related Occupations (HERO) or Regional Occupation Program (ROP) in Child Development Related Occupations

Term and Renewal

The Child Development Assistant Permit is issued for five years and is renewable for successive five year periods upon completion of 105 hours of professional growth. Permit holders who complete the requirements for a higher level permit within three years of the date of initial issuance may submit verification of completion of requirements, an application (form 41-4) for the higher level permit, and half the application processing fee.

CHILD DEVELOPMENT ASSOCIATE TEACHER PERMIT

Authorization

A Child Development Associate Teacher Permit authorizes the holder to provide service in the care, development, and instruction of children in a child care and development program, and supervise a CDP Assistant, and an aide.

Requirements for the Child Development Associate Teacher Permit

To qualify for the Child Development Associate Teacher Permit, individuals must satisfy **all** of the requirements listed in one of the following options:

Option 1

1. Complete a minimum of 12 semester units of course work in early childhood education or child development (excluding field work), including at least one course of at least three semester units in each of the following core areas:
   - Child/human growth and development
   - Child, family, and community, or child and family relations
   - Programs/curriculum
2. Complete at least 50 days of experience in an instructional capacity in a child care and development program, working at least three hours per day within the last two years. This experience must be verified by submitting an original letter from the employer on official letterhead.

School-Age Emphasis under this option requires that 6 of the 12 semester units in early childhood/child development be in school age course work.

Option 2

Possess a Child Development Associate (CDA) Credential. For information on obtaining the CDA credential, contact the Council for Early Childhood Professional Recognition at 1-800-424-4310 or visit their website at http://www.cdacouncil.org/.

Term and Renewal

The Child Development Associate Teacher Permit is issued for five years and is renewable once, for a total of two issuances. To renew, the holder must complete at least 15 semester units toward the Child Development Teacher Permit. By the end of the ten year period, the holder must meet the requirements for the Child Development Teacher Permit.

CHILD DEVELOPMENT TEACHER PERMIT

Authorization

A Child Development Teacher Permit authorizes the holder to provide service in the care, development, and instruction of children in a child care and development program, and supervise a CDP Associate Teacher, a CDP Assistant, and an aide.

Requirements for the Child Development Teacher Permit

To qualify for the Child Development Teacher Permit, individuals must satisfy **all** of the requirements listed in one of the following options:

Option 1

1. Complete all General Requirements (see *Terms and Definitions*)
2. Complete 16 semester units in general education, including at least one course in each of the following areas: humanities and/or fine arts, social sciences, math and/or science, and English and/or language arts
3. Complete 175 days of experience in an instructional capacity in a child care and development program, working at least three hours per day within the last four years. This experience must be verified by submitting an original letter from the employer on official letterhead

School-Age Emphasis under this option requires that 12 of the 24 semester units of early childhood education/child development be in school-age course work.

Option 2

1. Complete an associate degree or higher in early childhood education or child development or a related field
2. Complete three semester units of supervised field experience in an early childhood education setting
    - School-Age Emphasis under this option may be obtained by completion of an associate degree or higher in school-age education, including three semester units of supervised field experience in an early childhood education setting

Term and Renewal

The Child Development Teacher Permit is issued for five years and is renewable for successive five-year periods upon completion of 105 hours of professional growth. This permit may be renewed online. Permit holders who complete the requirements for a higher level permit within three years of the date of initial issuance may submit verification of completion of requirements, an application (form 41-4) for the higher level permit, and half the application processing fee.

CHILD DEVELOPMENT MASTER TEACHER PERMIT

Authorization

A Child Development Master Teacher Permit authorizes the holder to provide service in the care, development, and instruction of children in a child care and development program, and supervise a CDP Teacher, CDP Associate Teacher, CDP Assistant, and an aide. The permit also authorizes the holder to serve as a coordinator of curriculum and staff development in a child care and development program.

Requirements for the Child Development Master Teacher Permit

To qualify for the Child Development Master Teacher Permit, individuals must satisfy **all** of the requirements listed in one of the following options:

Option 1

1. Complete all General Requirements (see Terms and Definitions)
2. Complete 16 semester units in general education, including at least one course in each of the following areas: humanities and/or fine arts, social sciences, math and/or science, and English and/or language arts
3. Complete six additional units in one area of specialization, which may include, but is not limited to the following:
    - Infant and toddler care
    - Bilingual and bicultural development
    - Children with exceptional needs
    - Preschool programming
    - Parent/teacher relations
    - Child health
    - Specific areas of developmentally appropriate curriculum
4. Complete an additional two semester units of adult supervision course work
5. Complete 350 days of experience in an instructional capacity in a child care and development program, working at least three hours per day within the last four years (this experience must be verified by submitting an original letter from the employer on official letterhead)

School-Age Emphasis under this option requires that 12 of the 24 semester units of early childhood education or child development be in school-age course work.

Option 2

1. Complete a baccalaureate degree or higher
2. Complete 12 semester units of early childhood education or child development course work
3. Complete three semester units of supervised field experience in an early childhood education setting

School-Age Emphasis under this option requires that six of the 12 semester units in early childhood education or child development be in school-age course work.

Term and Renewal

The Child Development Master Teacher Permit is issued for five years and is renewable for successive five-year periods upon completion of 105 hours of professional growth. This permit may be renewed online. Permit holders who complete the requirements for a higher level permit within three years of the date of initial issuance may submit verification of completion of requirements, an application (form 41-4) for the higher level permit, and half the application processing fee.

CHILD DEVELOPMENT SITE SUPERVISOR PERMIT

Authorization

A Child Development Site Supervisor Permit authorizes the holder to supervise a child care and development program operating at a single site; provide service in the care, development, and instruction of children in a child care and development program; and serve as a coordinator of curriculum and staff development in a child care and development program.

Requirements for the Child Development Site Supervisor Permit

To qualify for the Child Development Site Supervisor Permit, individuals must satisfy **all** of the requirements listed in one of the following options:

Option 1

1. Complete all General Requirements (see *Terms and Definitions*)
2. Complete an associate degree or 60 semester units
3. Complete six additional semester units of course work in administration and supervision of child care and development programs. These units must be comprised of two courses: one introductory course and one advanced course, or two courses of different topical content.
4. Complete an additional two semester units of adult supervision course work
5. Complete 350 days of experience in an instructional capacity in a child care and development program, working at least three hours per day within the last four years. This experience must include at least 100 days of supervising adults in a child care and development program and must be verified by submitting an original letter from the employer on official letterhead.

School-Age Emphasis under this option requires that 12 of the 24 semester units in early childhood education or child development be in school-age course work.

Option 2

1. Complete a baccalaureate degree or higher
2. Complete 12 or more semester units of early childhood education or child development course work
3. Complete three semester units of supervised field experience in an early childhood education setting

School-Age Emphasis under this option requires that six of the 12 semester units in early childhood education or child development be in school-age course work.

Option 3

1. Possess a valid Administrative Services Credential authorizing service in California public schools
2. Complete 12 or more semester units of early childhood education or child development course work
3. Complete three semester units of supervised field experience in an early childhood education setting

School-Age Emphasis under this option requires that six of the 12 semester units in early childhood education or child development be in school-age course work.

Option 4

1. Possess a valid Multiple Subjects Teaching Credential or a Single Subject Teaching Credential in Home Economics
2. Complete 12 semester units of early childhood education or child development course work
3. Complete three semester units of supervised field experience* in an early childhood education setting

School-Age Emphasis under this option requires that six of the 12 semester units in early childhood education or child development be in school-age course work.

* Individuals holding the Multiple Subjects Teaching Credential can use elementary student teaching for the supervised field experience to qualify for the permit issued with School-Age Emphasis.

Term and Renewal

The Child Development Site Supervisor Permit is issued for five years and is renewable for successive five-year periods upon completion of 105 hours of professional growth. This permit may be renewed online. Permit holders who complete the requirements for a higher level permit within three years of the date of initial issuance may submit verification of completion of requirements, an application (form 41-4) for the higher level permit, and half the application processing fee.

CHILD DEVELOPMENT PROGRAM DIRECTOR PERMIT

Authorization

A Child Development Program Director Permit authorizes the holder to supervise a child care and development program operated in a single site or multiple sites; provide service in the care, development, and instruction of children in a child care and development program; and serve as coordinator of curriculum and staff development in a child care and development program.

Requirements for the Child Development Program Director Permit

To qualify for the Child Development Program Director Permit, applicants must satisfy **all** of the requirements listed in one of the following options:

Option 1

1. Complete all General Requirements (see *Terms and Definitions*)
2. Complete a baccalaureate degree or higher
3. Complete six additional semester units of course work in administration and supervision of child care and development programs. These units must be comprised of two courses: one introductory course and one advanced course, or two courses of different topical content.
4. Complete two additional semester units in adult supervision course work
5. Verify one year of site supervisor experience. This experience must be verified by submitting an original letter from the employer on official letterhead.

School-Age Emphasis under this option requires that 12 of the 24 semester units of early childhood education or child development be in school-age course work.

Option 2

1. Obtain a valid Administrative Services Credential authorizing service in California public schools
2. Complete 12 semester units in early childhood education or child development course work
3. Complete three semester units in supervised field experience in an early childhood education setting

School-Age Emphasis under this option requires that six of the 12 semester units of early childhood education or child development be in school-age course work.

Option 3

1. Obtain a valid Multiple Subjects Teaching Credential or a Single Subject Teaching Credential in Home Economics
2. Complete 12 semester units of early childhood education or child development course work

3. Complete three semester units of supervised field experience* in an early childhood education setting
4. Complete six additional semester units of course work in administration and supervision of child care and development programs. These units must be comprised of two courses: one introductory course and one advanced course, or two courses of different topical content.

School-Age Emphasis under this option requires that six of the 12 semester units of early childhood education or child development be in school-age course work.

* Individuals holding the Multiple Subjects Teaching Credential can use elementary student teaching for the supervised field experience to qualify for the permit issued with School-Age Emphasis.

Option 4

Complete a master's degree or higher in early childhood education, child/human development, or a closely related field

Term and Renewal

The Child Development Program Director Permit is issued for five years and is renewable for successive five-year periods upon completion of 105 hours of professional growth. This permit may be renewed online.

TERMS AND DEFINITIONS

Adult Supervision Course Work

Course work designed to help individuals to develop knowledge and skills for effective communication with, and supervision of, adults.

Aide

An individual who cares for and assists in the development and instruction of children. Aides are not required to hold a permit issued by the Commission.

Early Childhood Education / Child Development Course Work

Course work primarily related to children ages five years or younger completed at a regionally-accredited college or university. Twenty-five percent of required course work may cover children ages five through eight.

General Requirements (Required for the Teacher, Master Teacher, Site Supervisor and Program Director Permit levels)

Completion of 24 semester units of course work in early childhood education or child development, including at least one three-semester unit (or four-quarter unit) course in each of the following core areas:

- Child/human growth and development
- Child, family, and community, or child and family relations
- Programs/curriculum

The following may be used as partial fulfillment of the 24-semester unit requirement:

1. Supervised field experience may be used towards the overall 24-semester unit requirement as long as the course included both a field work and classroom component. The same field work course may not be used toward the experience requirement. Submission of a course description may be necessary, **or**
2. Possession of a Child Development Associate (CDA) Credential may be used as nine semester units of credit toward the overall 24 semester unit requirement. For information on obtaining the CDA credential, contact the Council for Early Childhood Professional Recognition at 1-800-424-4310 or visit their website at http://www.cdacouncil.org/.

Professional Growth
Participation in activities that contribute to a permit holder's competence, performance, or effectiveness in the early childhood education profession, required for the renewal of a Child Development Permit (with the exception of the Associate level permit). Such activities may include, but are not limited to, college or university course work, conferences, workshops, institutes, academies, symposia, and staff development programs. Please refer to your Professional Growth Manual for more information.

School-Age Course Work
Course work that covers the developmental, social and academic needs of children and youth, ages birth through fourteen.

School-Age Core Course Work
Course work that covers the following areas:

- Child growth and youth development
- Child and youth, family and community
- Programs/curriculum, including school-age instructional practices

All core course work must meet a minimum unit requirement of at least three semester or four quarter units.

Use the Child Development Permit Worksheet for guidance in comparing the requirements for each level of permit to determine the level of permit you qualify for or what additional requirements may need to be completed.

NOTE: The Commission on Teacher Credentialing no longer issues life documents. Valid permits for service in a child care and development program issued under prior regulations shall continue in force and may be renewed as prescribed at the time the document was issued. Upon request of the applicant, individuals who hold permits issued under prior regulations who did not complete renewal requirements as specified must now apply under current regulations.

Reference Title 5, California Code of Regulations, Sections 80105, 80107, 80109, 80110, 80111, 80112, 80113, 80114, 80115, and 80116

CHILD DEVELOPMENT AND SCHOOL-AGE EMPHASIS MATRIX

TITLE	CHILD DEV EDUCATION REQUIREMENT	SCHOOL-AGE EMPHASIS EDUCATION REQUIREMENT	EXPERIENCE REQUIREMENT	CHILD DEV ALTERNATIVE QUALIFICATIONS	SCHOOL-AGE EMPHASIS ALTERNATIVE QUALIFICATION	AUTHORIZATION	FIVE YEAR RENEWAL
Assistant (Optional)	6 units of Early Childhood Education (ECE) or Child Development (CD)	3 units in School-Age	None	Accredited HERO program (incl. ROP)	None	Assist in the instruction of children under supervision of Assoc. Teacher or above.	105 hours of professional growth
Associate Teacher	12 units ECE/CD including core courses	6 units in the School-Age Core Area**	50 days of 3+ hours per day within 2 years	Child Dev. Associate (CDA) Credential	None	May provide instruction and supervise Assistant.	One renewal with 15 units; must meet CD Teacher Permit requirements within 10 years.
Teacher	24 units ECE/CD including core courses* + 16 GE units.	12 units in the School-Age including core courses**	175 days of 3+ hours per day within 4 years	AA or higher in ECE or related field w/ 3 sem. unit supervised field exp. in ECE setting	AA or higher in ECE or SA with 3 sem units of supervised field experience in ECE or SA setting	May provide instruction and supervise all above (including Aide)	105 hours of professional growth
Master Teacher	24 units ECE/CD including core courses* + 16 GE units, + 6 specialization units; + 2 adult supervision units.	12 units in the School-Age including core courses**	350 days of 3+ hours per day within 4 years	BA or higher w/12 units of ECE, + 3 units supervised field exp. in ECE setting	BA or higher w/12 units of ECE or SA, +3 units of supervised field experience in ECE or SA setting **Minimum of 6 units must be in SA**	May provide instruction and supervise all above (incl. Aide). May also serve as coordinator of curriculum and staff development.	105 hours of professional growth
Site Supervisor	AA (or 60 units) with 24 ECE/CD units (incl. core); + 6 units administration; + 2 units adult supervision.	12 units in the School-Age including core courses**	350 days of 3+ hours per day within 4 years, including at least 100 days of supervising adults	BA or higher w/12 units of ECE, + 3 units supervised field exp. in ECE setting; or a Teaching or Admin. credential w/12 units of ECE, + 3 units supervised field exp. in ECE setting	Teaching or Administrative Cred w/12 units of ECE or SA. 3 units of supervised field experience in either ECE or SA. **Minimum of 6 units must be in SA**	May supervise single site program, provide instruction; and serve as coordinator of curriculum and staff development.	105 hours of professional growth
Program Director	BA with 24 ECE/CD units (incl. core); + 6 units administration; + 2 units adult supervision.	12 units in the School-Age including core courses**	Site supervisor status and one program year of site supervisor experience.	Teaching or Admin. credential w/12 units of ECE, + 3 units supervised field exp. in ECE setting; Master's Degree in ECE	Teaching or Administrative Cred w/12 units of ECE or SA. 3 units of supervised field experience in either ECE or SA. 6 units admin w/teaching cred only. **Minimum of 6 units in SA**	May supervise multiple-site program; provide instruction; and serve as coord. of curriculum and staff development	105 hours of professional growth

Please review leaflet/regulations for more detailed information
*CD Core courses = Child Growth and Development, Child/Family/Community, and Programs/curriculum
** SA Core courses = Child Growth and Youth Development, Child & Youth, Family & Community, Programs/curriculum including school-age instructional practices