

Early Childhood Education Certificate Program Guide

(This guide is for students who started the program in
Summer 2021 or before Summer 2021 and have maintained catalog rights)

Career Highlights

Early Childhood Educators play a vital role in the development of children in their care. They instruct children through activities designed to promote social, physical, and intellectual growth. What children learn and experience during their early years can shape their views of themselves and the world, thereby having a profound effect on later successes in school, work, as well as their personal lives.

For more information regarding this career visit: [Career Coach](#).

Program Information

The Early Childhood Education (ECE) Certificate Program is a non-credit program that qualifies students to work as a Childcare Assistant Teacher or Childcare Teacher in a **private** childcare or preschool program. The program is based on instructional hours, rather than units and consists of five (5) required core courses and two (2) electives. In addition, students must complete a Pediatric First Aid/CPR certification. See Program of Study for list of approved courses/providers

The program is approved by the CA Department of Social Services, Community Care Licensing Division and exceeds the state training requirements for teachers and caregivers in licensed proprietary daycare centers.

Eligibility Requirements

To be eligible for the program candidates must:

- 18 years or older.
- [Apply online](#) or in-person at any NOCE Center.
- Complete an online General Orientation at least 24 hours prior to registering for Early Childhood Education Certificate Program courses.

Program Location and Contact Information

NOCE Anaheim Campus
1830 W. Romneya Drive
Anaheim, CA 92801

Career Technical Education (CTE)
Office, Room 513
714-808-4915
careers@noce.edu

Contact for general certificate
program information

Counseling and Student Services
Department, Room 215
714-808-4682
counseling@noce.edu

Contact for course advisement,
career counseling, and college
planning

Program of Study Leading to a Certificate

This information is for advisement purposes only and subject to change

Required Core Courses for Early Childhood Education Certificate			
Refer to this course grid to identify what courses to take to complete the program.			
If you still need to take:	Enroll in these courses beginning in Fall 2021	Prerequisite(s)	Completion Status
ECE 136: Family Community Relationships (2 equiv. units) ¹	ECED 105: Family Community Relationships (2 equiv. units) ¹	-	
❖ ECE 140: Early Childhood Development (2 equiv. units) ¹	❖ ECED 100: Early Childhood Development (3 equiv. units) ¹	-	
ECE 100: Child Health and Safety (2 equiv. units)	ECED 115: Child Health and Safety (2 equiv. units)	-	
❖ ECE 170: Introduction to Curriculum for Early Childhood Education (2 equiv. units) ¹	❖ ECED 120: Curriculum for Early Childhood Education, Introduction (3 equiv. units) ¹	<ul style="list-style-type: none"> ECE 140 or ECED 100 	
ECE 108: Early Childhood Education Program Principles and Practice (3 equiv. units) ¹	ECED 110: Early Childhood Education: Principles and Practice (3 equiv. units) ¹	-	
Electives (2 Required)			
If you still need to take:	Enroll in these courses beginning in Fall 2021	Prerequisite(s)	Completion Status
ECE 112: Language Arts and Literacy in Early Childhood (2 equiv. units)	ECED 215: Language Arts and Literacy (2 equiv. units)	-	
ECE 116: Program Music and Movement (2 equiv. units)	ECED 225: Early Childhood Education: Music and Movement (2 equiv. units)	-	
ECE 130: Program Science and Math (2 equiv. units)	ECED 200: Early Childhood Education: Science and Math (2 equiv. units)	-	
ECE 132: Program Creative Experience (2 equiv. units)	ECED 220: Early Childhood Education: Creative Experiences (2 equiv. units)	-	
ECE 165: Children with Special Needs (2 equiv. units)	ECED 205: Children with Special Needs (2 equiv. units)	-	
ECE 175: Infant-Toddler Care (3 equiv. units)	ECED 210: Infant Toddler Care and Education equiv.	-	

¹ This course is mandated by the State of California Community Care Licensing Division to be a fully qualified teacher.

If you still need to take:	Enroll in these courses beginning in Fall 2021	Prerequisite(s)	Completion Status
ABE 105:NOCE Learning Center Anaheim Campus: Rooms 138/140/142 Wilshire Center: Room 105 Cypress Center: Room TE2-209 This course counts towards the ECE Certificate Program requirements, but is not recognized by the State of California Community Care Licensing Division and does not qualify as ECE unit hours.	ABE 105: NOCE Learning Center *Due to COVID-19 this course is currently not being offered. It is recommended that students enroll in one of the electives listed above.	-	

Optional Electives/Enhancement Courses (cannot be used to meet the certificate program requirements)

If you still need to take:	Enroll in these courses beginning in Fall 2021	Prerequisite(s)	Completion Status
ECE 142: Supervision/Administration (2 units)	ECED 400: Child Care Supervision and Administration (3 units)	<ul style="list-style-type: none"> • ECE 136 or ECED 105 • ECE 140 or ECED 100 • ECE 100 or ECED 115 • ECE 170 or ECED 120 • ECE 108 or ECED 110 	

***Required Pediatric First Aid/CPR Certification** (any other certification not listed below will not be accepted)

Approved Course	Training Provider	Completion Status
Heartsaver Pediatric First Aid/CPR	American Heart Association	
Adult and Pediatric First Aid/CPR/AED	American Red Cross	
Pediatric CPR/Pediatric First Aid	Emergency Medical Services Authority	

Completion Timeline

All required courses for the Early Childhood Education Certificate must be completed within seven (7) years and students must maintain Catalog Rights. NO EXTENSIONS and/or EXCEPTIONS WILL BE GIVEN. Those students not meeting the requirements within 7 years and/or not maintaining catalog rights will be required to repeat any classes that are not within the 7-year time frame and/or take any additional program requirements.

❖ It is recommended that students see a NOCE Counselor while enrolled in ECE 140 or ECE 170 to complete an educational plan. Counselor appointments can be made in person at the Anaheim campus in room 215 or by phone at 714-808-4682.

Notice to students: To be considered a fully qualified Aide/Assistant, a minimum of 6 ECE units are required. The following classes are recommended: ECE 140/ECED 100, ECE 136/ECED 105 and ECE 108/ECED 110. To be a fully qualified Teacher, a minimum of 12 ECE units are required. The following classes are recommended: ECE 140/ECED 100, ECE 136/ECED 105, ECE 108/ECED 110, ECE 100/ECED 115, ECE 170/ECED 120, Elective (2 units) or ECE 175/ECED 210. ECE 175/ECED 210 is required to meet State Title 22 requirement to be a fully qualified caregiver of infants and toddlers. ECE 140/ECED 100, ECE 136/ECED 105, ECE 170/ECED 120, ECE 108/ECED 110 are courses mandated by the State of California Community Care Licensing Division to be a fully qualified teacher

Additional Program Information

Catalog Rights and Completion Deadline

The course requirements for a specific certificate program may change from one catalog to the next and, therefore, may change during the period of time that a student attends NOCE. Catalog rights established when a student first takes classes at NOCE protect the student from being held for additional program requirements that may be added to a later catalog.

Students maintain catalog rights by maintaining continuous enrollment in one of the following courses at NOCE: Basic Skills, Career Technical Education, Disability Support Services, and English as a Second Language. Continuous enrollment is enrollment in any two of the previous consecutive terms, including Summer, resulting in an academic record of A, B, C, D, F, P (Pass), NP (No Pass), SP (Satisfactory Progress), or W (Withdrawal). Missing more than two consecutive terms will result in loss of catalog rights due to a break in continuous enrollment.

If continuous enrollment is broken the student must adhere to the catalog requirements in effect at the time continuous enrollment is re-established and maintained. The lab enrollment in CCTR 100, keyboarding exams, and required certifications (e.g. CPR card) cannot be used to maintain catalog rights. Course substitution and course challenges do not maintain catalog rights.

This policy supersedes all previous catalog rights provisions and applies only to the programs at NOCE.

Course Substitutions:

Requests for course substitutions must be discussed with the CTE Office.

Challenge Exams

This program does not offer any challenge exams.

Program Attendance and Grading Requirement

In-Person Classes	Online Classes
<p><u>First Day Of Class</u> ATTENDANCE ON FIRST DAY OF CLASS IS MANDATORY to secure your place in class. If you are not in class ONE HOUR after the scheduled start time, your spot could be assigned to a student on the waitlist.</p> <p>No student will be allowed to enroll in a class after the established deadline.</p>	<p><u>First Week of Attendance</u> FIRST WEEK OF ATTENDANCE IS MANDATORY to secure your place in class. If you do not sign into your Canvas course and/or contact your instructor by 11:59 p.m. on the third day from the start of the course, your spot could be reassigned to a student on the waitlist and you will be dropped from the course.</p> <p>If you are enrolled in a hybrid class and the first class meeting is scheduled to be in-person, see the First Day of Class policy for in-person classes.</p> <p>No student will be allowed to enroll in a class after the established deadline.</p>
<p><u>Ongoing Attendance</u> Regular attendance is expected of every student.</p>	<p><u>Ongoing Active Participation</u> Ongoing active participation is expected of every student. Active participation requires more than just logging into Canvas. Students who do not actively participate on a weekly basis will be dropped from the class up until the second census date.</p>
<p><u>Waitlisted Students</u> Students on the waitlist should attend the first day of class.</p> <p>Through the first week of classes, students on the waitlist will be notified via e-mail as soon as seat is available. Once you receive the e-mail, you will have up to 24 hours to accept the seat. If you do not accept, by the deadline given in your e-mail notification, the seat will be offered to the next student on the waitlist.</p> <p>The waitlist process is only valid through the end of the first week of the class. During the 2nd week of classes students still interested in adding a closed class must contact StarHelp at 714.808.4679 or e-mail starhelp@noce.edu.</p>	<p><u>Waitlisted Students</u> Through the first week of classes, students on the waitlist will be notified via e-mail as soon as seat is available. Once you receive the e-mail, you will have up to 24 hours to accept the seat. If you do not accept, by the deadline given in your e-mail notification, the seat will be offered to the next student on the waitlist.</p> <p>The waitlist process is only valid through the end of the first week of the class. During the 2nd week of classes students still interested in adding a closed class must contact StarHelp at 714.808.4679 or e-mail starhelp@noce.edu.</p>

In-Person Classes	Online Classes
<p>Grading Policy All courses in this program are graded (Pass or No Pass).</p> <p>In order to be eligible to receive a passing grade, students in this program must meet both the minimum attendance requirements and the 80% or higher grading requirement.</p>	<p>Grading Policy All courses in this program are graded (Pass or No Pass).</p> <p>In order to be eligible to receive a passing grade, students in this program must meet both the minimum attendance requirements through ongoing active participation and the 80% or higher grading requirement.</p>

Graduation Check for Program Certificate and Commencement

To receive the certificate and participate in the Commencement Ceremony, students must schedule and attend a Graduation Check/Exit Interview appointment with a NOCE Counselor at the end of your final term to complete the application for program certificate. If you do not plan on participating in the Commencement Ceremony, you still must schedule a Graduation Check/Exit Interview appointment with a NOCE counselor. You must bring a copy of your current Pediatric First Aid/CPR card.

Once the Records Office receives your application and verifies that all the requirements have been met, the program certificate will be mailed to you.



Accredited by the Accrediting Commission for Schools,
Western Association of Schools and Colleges
533 Airport Blvd., Suite 200 Burlingame, CA 94010
Website: www.acswasc.org

The North Orange County Community College District's (NOCCCD) North Orange Continuing Education (NOCE) Administrative Offices are located at 1830 W. Romneya Drive in Anaheim, California 92801. For more information, call 714.808.4645 or visit www.nocce.edu. It is the policy of NOCCCD to provide an educational, employment, and business environment in which no person shall be unlawfully subjected to discrimination or sexual harassment, nor unlawfully denied full and equal access to the benefits of District programs or activities on the basis of ethnic group identification, national origin, religion, age, gender, race, color, ancestry, sexual orientation, marital status or physical or mental disability as defined and prohibited by state and federal statutes. The District is also committed to maintaining campuses that are free of harassment, drugs and alcohol. To read the entire NOCCCD nondiscrimination statement, see the policy in the General Information section in the back of the NOCE class schedule.