



Alaska Early Childhood Administrator Credential Application (AK-ECAC)

The Alaska Early Childhood Administrator Credential (AK-ECAC) is a series of content specific trainings designed to provide administrators with knowledge in the areas of business/fiscal management, human resources/personnel management, social emotional development, family engagement, what it means to be a professional in early childhood, and how to arrange a classroom environment to support children's development. These content areas have been identified by a statewide advisory panel of early childhood professionals as foundational to any program administrator in order to help provide a quality early care and learning program.

AK-ECAC includes the following training content areas:

- 1) Fiscal Management
- 2) Human Resources (Center and Group Homes ONLY)
- 3) Strengthening Families Training
- 4) Pyramid Model Foundations Training
- 5) Introduction to the Alaska Early Childhood Core Knowledge and Competencies
- 6) Environment Assessment Scales (Part I, II and III)
- 7) *Child Development*:
 - **Center:** 12 ECE Credits (SEED Level 7)
 - **Homes & Group Homes:** CDA or 6 Early Childhood Credits (SEED Level 6)

The AK-ECAC content areas are broken into two groups: the Learn & Grow Level 2 Trainings and the Fiscal Management & Human Resources Trainings. The four *Learn & Grow Level 2 Trainings* paired with the *Fiscal Management & Human Resources Trainings* make up the AK-ECAC. To see a list of SEED approved trainings and options which fulfill the AK-ECAC requirements, review the *Learn & Grow Level 2 Training Descriptions and Fiscal Management & Human Resources Training Descriptions* at [http://threadalaska.org/index.cfm/Early-Educators/Learn-&-Grow-\(Alaska's-QRIS\)/Programs-and-Teachers](http://threadalaska.org/index.cfm/Early-Educators/Learn-&-Grow-(Alaska's-QRIS)/Programs-and-Teachers) .

Here are a few steps to assist with the process.

- 1) Gather any training certificates and/or transcripts you have and upload them to them to your SEED profile. (for university transcripts, include course descriptions/ syllabi).
- 2) For applicants working in programs NOT participating in Learn & Grow:
 - Arrange a time to talk with a SEED Systems Development Coordinator to review transcripts and determine what AK-ECAC trainings you have completed.
- 3) For applicants working in a program participating in Learn & Grow:
 - Work with your program's thread professional development specialist (PDS) who will help review your transcripts and determine what AK-ECAC content areas you have completed.
- 4) The AK-ECAC is a stand alone credential. It is also a requirement with Learn & Grow, Alaska's Quality Recognition and Improvement System (QRIS). For more information on Learn & Grow, go to www.aklearnandgrow.org



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Applicant's Name: _____

Address: _____

Program Name: _____ Program Type: Home Group Home Center

Phone Number: _____ Email: _____

Content Area and Trainings	How was the training completed? <i>(thread, University, other)</i>	OFFICIAL USE ONLY
Child Development: <i>Center = 12 ECE credits (SEED Level 7); Group & Home = CDA or 6 ECE credits (SEED Level 6)</i>	<i>Indicate SEED Level & SEED registry expiration date</i>	
Strengthening Families training		
Pyramid Model Foundations training		
Alaska Early Childhood Core Knowledge and Competencies		
Environment Rating Scale Training (ERS) (Parts I, II, and III)		
Fiscal Management: <i>Met by completing a UNIVERSITY COURSE OR SEED approved training.</i>		
Human Resource *: <i>Met by completing a</i>		

*Home providers are not required to complete this content topic.

I certify that all information above is correct and that the supporting documentation is either attached with this application or has been uploaded to my SEED registry profile.

Signature

Date

Submit the completed AK-ECAC to SEED at info@seedttas.org. SEED will contact you within 10 business day of receiving the application.