

ENG 101	English Composition I	3
MTH 100	Intermediate College Algebra	3
Additional certificate requirements		3
*ORI 101	Orientation to College	1
WKO 101	Workplace Skill Development I	2
Total		27

Short Certificate - Child Care and Development: Administrator

		credit hours
Required courses		24
CHD 201	Child Growth and Development Principles	3
CHD 204	Methods and Materials for Teaching Children	3
CHD 206	Children’s Health and Safety	3
CHD 208	Administration of Child Development Program	3
CHD 214	Families and Communities	3
ENG 101	English Composition I	3
MST 111	Elements of Supervision	3
MTH 100	Intermediate College Algebra	3
Additional certificate requirements		3
*ORI 101	Orientation to College	1
WKO 101	Workplace Skill Development I	2
Total		27

Short Certificate - Child Care and Development: Paraprofessional/Teacher Aide

		credit hours
Required courses		24
ENG 101	English Composition I	3
MTH 100	Intermediate College Algebra	3
SPA 101	Introductory Spanish	3
CHD 100	Introduction to Early Care and Education of Children	3
CHD 201	Child Growth and Development Principles	3
CHD 202	Children’s Creative Experiences	3
CHD 203	Children’s Literature.....	3
CIS 146	Microcomputer Applications	3
Additional certificate requirements		3
*ORI 101	Orientation to College	1
WKO 101	Workplace Skill Development	2
Total		27

* Students may use ORI 105, Orientation and Student Success, to satisfy this requirement. Enrollment in this three credit-hour class will add two semester hours to the student’s program total.