

### What is an Early Childhood Credential?

A professional Credential recognizes a level of achievement and expertise that reflects current research and best practice. Credentials will be coordinated by the Delaware Institute for Excellence in Early Childhood and awarded by the Delaware Department of Education

### Why should I get an Early Childhood Credential?

Obtaining a Credential benefits the individual by making them more marketable as they pursue career advancement opportunities. Programs will benefit as well, by being able to market the percentage of competent staff in a particular area as measured by those who successfully obtain a Credential.

### How do I get an Early Childhood Credential?

In order to apply for an Early Childhood Credential, candidates are required to complete and submit the application, along with a \$25 application fee and documentation verifying successful completion of the required education. A highschool diploma is required in order to be eligible for any Early Childhood Credential. This documentation can be either a certificate from each individual community-based training, a transcript from the Delaware Institute for Excellence in Early Childhood (DIEEC) or an official college transcript. Credit courses will be accepted from regionally accredited colleges and universities only.

### Is an official transcript required?

Yes- An official transcript from your Institution of Higher Education is required to process your Early Childhood Credential Application.

### Is my institution Regionally-Accredited?

Go to <http://www.chea.org/4dcgi/chea/search/index.html>, Enter the name, state, and country of the institution in question, choose 'Any Accreditor,' and click on the 'Search for Institutional Accreditation' button. Make note of the "institutional accreditation" for the institution you are looking up.

Next, go to <http://www.chea.org/4dcgi/chea/search/index.html> If the "institutional accreditation" for your institution is listed under REGIONAL ACCREDITING ORGANIZATIONS, then coursework from this institution will be accepted towards Credentials.

### What Higher Education classes are accepted towards Credentials?

The Credential Course list shows courses that have been accepted from local institutions. The list is not exhaustive but is meant to give examples of courses that have been accepted in the past.

### What is the Plagiarism Policy?

Review the Plagiarism Policy before submitting written material.

### Where do I mail my Credential Information?

Please mail completed application, payment and supporting documentation to:

Human Development & Family Studies  
Attn: DIEEC Professional Development  
111 Alison West  
University of Delaware  
Newark, DE 19716

Make checks payable to DIEEC

# Early Childhood Credentials & Portfolios Frequently asked Questions



### How long will it take to review my Early Childhood Credential Portfolio?

Allow 6- 8 weeks for your EC Portfolio to be reviewed & issued. Once approved, your application will be forwarded to DOE. Allow an additional 2-3 weeks to receive your Credential.

### How long will it take to get Early Childhood Credential?

Allow 4-6 weeks after all information has been sent to receive your Credential. Applications are sent to the Department of Education from our office so additional time may be needed to process applications at this point.