

# EARLY CHILDHOOD EDUCATION AND CARE CERTIFICATION APPLICATION FORM EC300



Legal Name: \_\_\_\_\_ SSN \_\_\_\_\_

Conference: \_\_\_\_\_

ECP/School: \_\_\_\_\_



## DESIGNATED SERVICE CERTIFICATE

The Designated Service Certificate is issued to an individual who is employed by either a licensed Seventh-day Adventist Early Childhood Program or denominationally accredited school in the Southern Union Conference. The individual must have demonstrated expertise in one or more specific areas to be indicated on the certificate and who by experience and training can provide a valuable contribution to the program of early childhood education and care.

## GENERAL REQUIREMENTS

The Designated Service Certificate may be issued to an applicant who fulfills the following qualifications:

1. Is recommended by the Principal/Director of the school/early childhood program and the local Conference Superintendent of Education.
2. Meets initial general eligibility requirements:
  - a. An applicant must be a member of the Seventh-day Adventist Church or have participated in an orientation program for SDA Church beliefs. Orientation is to be provided by the local church pastor.
  - b. An applicant must demonstrate a social and moral fitness to teach and to associate with young children.
3. Possesses a High School diploma or has passed a High School equivalency examination as designated by the Southern Union Conference Office of Education.
4. Meets requirements for a specific endorsement.

TO QUALIFY FOR ISSUANCE OF CERTIFICATE, please complete the following:

1. Employed by a licensed SDA Early Childhood Program or denominationally accredited School.

Program/ School Name: \_\_\_\_\_

2. High school diploma or equivalent:  Yes  No

3. First year of service:  Yes  No

4. If no, how many years of service in Early Childhood Education? \_\_\_\_\_

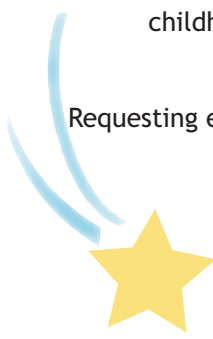
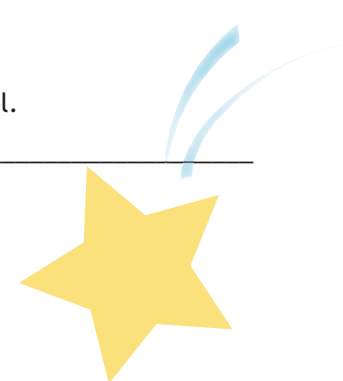
5. Years of college completed: \_\_\_\_\_

6. Highest conferred degree: \_\_\_\_\_

7. Attach evidence of meeting minimum requirements from state or equivalency for employment in this early childhood education and care field, and a resume of early childhood education experience, where applicable.

Requesting endorsement for:

- Director of Early Childhood Program
- Assistant Director of Early Childhood Program
- Early Childhood Education Service
- Early Care and Learning





This specific Designated Service Certificate shall be issued for one to three years and may be renewed upon meeting specified criteria. Call your local Conference Office of Education for renewal form.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Principal/ Director

\_\_\_\_\_  
Date

SEND THIS APPLICATION TO YOUR LOCAL CONFERENCE OFFICE OF EDUCATION

\_\_\_\_\_  
Signature of Conference Superintendent of Education

\_\_\_\_\_  
Date

SUCOE USE ONLY

Date Application received \_\_\_\_\_ Date Processed \_\_\_\_\_ Term of Certificate \_\_\_\_\_

Signature of Early Childhood Director \_\_\_\_\_ Date \_\_\_\_\_

