

(Print the directions. You can refer to the guidelines as you answer the questions.)

Welcome to the Child Development Training Consortium (CDTC)
Rio Hondo College - Child Development/Education Department
2009 Fall Semester Scholarship Award Program

**CDTC FINANCIAL SCHOLARSHIP PROGRAM
OPEN ENROLLMENT
September 14 THROUGH October 5, 2009**

DEAR CHILD DEVELOPMENT STUDENTS:

The CHILD DEVELOPMENT TRAINING CONSORTIUM (CDTC) addresses the critical shortage of qualified child care educators by providing a number of programs that support student advancement in the Child Development field.

This particular CDTC Scholarship program supports students to continue in their education as child care educators. The CDTC believes that students who persist in their CD education will be encouraged to apply-as they become eligible-for a state of California Child Development Permit.

The state-wide Community College CDTC Scholarship Award program offers eligible CD students a financial scholarship award. Rio Hondo College participates in the program each fall and spring semesters, of each academic year.

Students are eligible if:

- They are employed--full or part time--by a licensed child care/development program, including infants, toddlers, young children, family child care, or working with kindergarteners in the classroom, or before-or-after school care programs. Center based programs must be licensed or eligible for an exemption, which means the exempt program is physically on a school district site. Substitute work or volunteer work, or working as an instructional aid in the primary grades, higher grades or private school does *NOT* qualify a student for the program.
- Students must work directly with children.
- Students must be enrolled in child development classes and/or general education classes during this semester.
- Individual student awards are based on the number of college units a student completes by the end of the semester, with a "C" grade or higher---the greater the unit load, the greater amount of money a student will receive (the CDTC award to Rio Hondo will be divided among all the students who meet the "C" grade or higher requirement).
- Students on financial aid and students whose employer pays for their educational costs are also eligible.

HOW TO COMPLETE THE APPLICATION PROCESS

➤ FORMS NEEDED TO APPLY FOR THE CDTC SCHOLARSHIP AWARD (Print out directions and forms and use later for reference)

1. Participant Profile Form
2. Scholarship Invoice Form
3. On-line Student Evaluation evaluation due by December 4, 2009 - directions below

➤ COMPLETE A PARTICIPANT PROFILE FORM

- Read the CDTC PARTICIPANT PROFILE FORM carefully.
 1. Use a blue or black pen only
 2. Use no abbreviations on any part of the Participant Profile Form - it will be returned.
 3. Answer all parts of Sections A and Section B.
 4. Sign your name at the end of Section B.
 5. Now give the Participant Profile Form to your employer.
 6. Employer completes all of Section C. It is your responsibility to ensure that your employer completes and signs Section C.
 7. Only original forms are accepted.

➤ REVIEW FORMS FOR COMPLETENESS AND ACCURACY

1. The CDTC campus coordinator will review your application.
2. Campus coordinator will complete Section D - she will sign and date your form.
3. Forms that are complete with signatures will be mailed to the CDTC for final approval and acceptance.
4. If your form is incomplete, you will receive a letter notifying you of your ineligibility for the 2009 fall semester.
5. Submit your forms as soon as possible, but no later than Monday, October 5, 2009, by 7:00 pm.
6. Students attending Saturday classes will also need to keep the Monday due date and time factor.

➤ COMPLETE THE CDTC INVOICE FORM

1. Fill out center section marked with **X's ONLY** using blue or black ink. **Do not** sign form.

➤ SUBMIT ALL FORMS AS SOON AS POSSIBLE

1. **Staple** all forms together.
2. Submit your stapled forms - NO PAPER CLIPS - to Professor Kepner, in the Social Science, Humanities and Philosophy Division, located in the Administration Building, Room A221A in her office door mail box or your Child Development instructor - no later than Monday, October 5, 2009 by 7:00 pm. Students attending Saturday classes will also need to keep the Thursday due date and time factor.
3. **Review all forms one more time for completeness and accuracy**
4. You will be notified in writing during the spring 2010 semester regarding your status: award/or no award. **Be patient**, it's a long process!
5. Each student, who has enrolled in the CDTC by submitting a Participant Profile, needs to complete an online Student Evaluation. Although to date you have not received your scholarship, you are required to submit an evaluation. Please take the time to fill out the evaluation as a thank you to the CDTC for providing you this opportunity to apply and receive this scholarship. Remember, you are able to use your financial award for tuition, books, college fees, child care or any other purpose that helps you to continue in college as a child development student.

ONLINE STUDENT EVALUATION

Your responses are confidential and will have no impact on future access to CDTC services. Please submit evaluation by December 4, 2009.

The following instructions will guide you through a short online evaluation form. Each student who receives CDTC services (scholarship) needs to complete an evaluation form.

1. Go to www.childdevelopment.org
2. Under "**Services Provided**", choose Community College Program.
3. Under "**Student Evaluation**", in the yellow box on the right side, select either English or Spanish. This will bring up either the English or Spanish version of the Evaluation form.
4. Select the name of your college from the drop down list.
5. Click on the spring semester.
6. Answer each question on the evaluation
7. At the bottom of the page click "**Submit**". This sends your evaluation to the CDTC.
8. Print the confirmation page and return it to your campus coordinator/instructor. If unable to print, write down the evaluation number and forward this to your campus coordinator.

What is the CDTC?
(It is really this simple)

Information about the Child Development Training Consortium (CDTC)

The CDTC was created in 1983 to address the critical shortage of qualified childcare workers. The CDTC provides financial support and resources to California colleges to assist students in meeting the educational requirements of any of the Child Development Permits.

Funding

The CDTC is a statewide program funded by the California Department of Education, Child Development Division with federal Child Care and Development Quality Improvement funds. The program serves all of California. Rio Hondo College is funded on an annual basis; the program year is August 1 through July 31.

Rio Hondo College

In partnership with the Child Development Training Consortium, Rio Hondo College provides eligible students with a financial scholarship during the **fall** and **spring** semesters of each academic year.

In closing, I congratulate you for your time and interest in this special program.

Child Development Training Consortium (CDTC) 2009-2010 Participant Profile

College: RIO HONDO COLLEGE
Return to: Patricia Kepner Due Date: October 5, 2009

All spaces on this form MUST be completed or the form WILL BE RETURNED. Please PRINT in blue or black ink or TYPE.

A. Student Enrollment Information (Student must complete and sign this section)

Social Security Number: (Last six digits of SS# are REQUIRED) XXX- _____

Student ID Number: _____ Email Address (optional) _____

Student Name: (First) _____ (M.I.) _____ (Last) _____

Mailing Address: _____ City: _____ Zip Code: _____

Home Phone: () _____ Work Phone: () _____

Is this your first application to the Child Development Training Consortium? _____ Yes _____ No _____ Not Sure

Gender: _____ Male _____ Female

1. Ethnic Background: ___ African-American ___ American-Indian or Alaskan Native ___ Asian or Pacific Islander ___ Caucasian
___ Hispanic ___ Multi-racial ___ Decline to answer ___ Other: (specify) _____

2. Which Child Development Permit do you currently hold? (Check one)

___ None ___ Assistant ___ Associate Teacher ___ Teacher ___ Master Teacher ___ Site Supervisor ___ Program Director
___ Children's Center Instructional ___ Children's Center Supervisory ___ Other: (specify) _____

3. Which Child Development Permit will you apply for next? (Check one)

___ Renew current permit ___ Assistant ___ Associate Teacher ___ Teacher ___ Master Teacher
___ Site Supervisor ___ Program Director Current Position: (Check all that apply) _____

4. Current Position: (Check all that apply)

___ Family Child Care ___ Assistant/Aide ___ Associate Teacher ___ Teacher ___ Master/Head Teacher
___ Site Supervisor ___ Program Director ___ Substitute ___ Other (specify) _____

5. Long-Term Goal: (Check all that apply)

___ Assistant ___ Associate Teacher ___ Teacher ___ Master Teacher
___ Site Supervisor ___ Program Director ___ Family Child Care ___ Elementary Education
___ Own a Center ___ Other: (specify) _____

6. Indicate the ages of children you work with: (check all that apply)

___ Infant-toddler (Birth to 3 years) ___ Preschool (3 to 6 years)
___ School-age (kindergarten, before/after school or off-track care only)

7. Have you attended another community college this year? ___ Yes ___ No

If yes, write the full name:

B. Current Enrollment Information

Do not list PE or general work experience classes. Child Development work experience may be listed.

CIRCLE current semester/term: Summer '09 **Fall '09** Winter '10 Spring '10

Department	Course Number & Title	Section #	Instructor	No. of Units
1.				
2.				
3.				
4.				
5.				
			Total Units =	

Student Name: (First) _____ (M.I.) _____ Last) _____

College: _____

B. Current Enrollment Information Cont. (Student must complete and sign this section)

Who pays for your tuition? (Check all that apply)

Self Parents BOG Employer Scholarship Other: (specify)

Who pays for your books? (Check all that apply)

Self Parents BOG Employer Scholarship Other: (specify)

I authorize the college to send my grades to the CDTC and I certify that all information provided is true and correct:

X _____ Date: _____

Student Signature

C. Employer Information - ~ Do not use any abbreviations or acronyms. ~s

(Director/Site Supervisor/Provider must complete all items below and sign this section)

Name of Employing Agency: _____ County: _____

Employing Agency Address: _____ City: _____ Zip: _____

Center Name and Address: (If different from above) _____

Facility License Number: _____, Only student applicants who own a licensed family childcare are required to attach a copy of their current DSS license,

OR

License exemption: (Check only one)

On School Site Parents On Site / Co-op Military Parks and Recreation
 Tribal Employment Agency Home Based Before/After School Program Adult Ed./Child Care

Program Funding Received: (Check all that apply) City/Municipal Parent Fees Head Start
 CA Dept of Education, Child Development Division (CDE/CDD) direct-funded CDE/CDD Alternative Payment Voucher
 Other: _____

Agency/Center Type: (check ONE) Public Private Non-Profit Private-for-Profit Licensed Family Child Care

Name and Title of Person Verifying Employment: _____
(Name) (Title)

I certify that the student named above is employed by this agency:

X _____ Phone: _____ Date: _____

EMPLOYER SIGNATURE (Student may not sign on application unless he/she is a family child care provider)

D. Campus Coordinator Certification Section (Coordinator must complete and sign this section.)

~ For Coordinator Use Only Original profile must be submitted to CDTC ~

I certify this student is eligible for CDTC services and has been enrolled according to CDE/CDD priorities:

Priority #: (if applicable) _____ Date Received: _____

Coordinator Approval: (Required for CDTC processing)

X _____ Date: _____

COORDINATOR SIGNATURE

