Alaska Early Childhood Administrator Credential Application

About the Credential

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 fiscal management, human resources, 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 childhood education program.

The AK-ECAC includes the following training content areas:
1. Fiscal Management
2. Human Resources/Personnel Development (Center ONLY)
3. Family Engagement: Strengthening Families Training
4. Social Emotional Development: Pyramid Model Foundations Training
5. Professionalism: Introduction to the Alaska Early Childhood Core Knowledge and Competencies
7. Child Development: Alaska Early Learning Guidelines
8. Administrator Education Level: Child Care Center, Early Head Start, Head Start, or Pre-Elementary Administrator: Alaska SEED Level 7; Home/Group Home: Alaska SEED Level 6

The AK-ECAC and Learn & Grow

While the AK-ECAC is a stand-alone credential, it is also a requirement of Learn & Grow, Alaska’s Quality Recognition and Improvement System (QRIS) for early childhood education programs. For more information on Learn & Grow, visit www.aklearnandgrow.org.
Applying for the Credential

Here are a few steps to assist with the process:

1. **Gather Documentation:** Gather any training certificates and/or transcripts you have and upload them to your Alaska SEED Registry profile. For university transcripts, include any course descriptions/syllabi.

2. **Review Transcripts with a Staff Member:**

3. **Complete Training for All Content Areas.**

4. **Submit Application:** When you have completed training for all content areas, complete the following application form on page 3 and submit it and any supporting documents to Alaska SEED at info@seedalaska.org. Alaska SEED will respond to you within 30 business days of receiving your application.

Renewing the Credential

The AK-ECAC is good for five years, and the expiration date is listed on your credential. When renewing, only fill out your contact information in the top section of the application form on page 3. Then sign, date, and submit it to Alaska SEED at info@seedalaska.org.

Questions? Contact Alaska SEED at info@seedalaska.org or call 907.265.3132.
Alaska Early Childhood Administrator Credential Application

Name: ___________________________ Phone: ___________________ Email: ___________________
Address: __________________________________________ City: ________________ State: ______ Zip: _______

Program Name: ____________________________________________

Program Type: EHS/HS  Pre-Elem  Center  Home  Group Home

<table>
<thead>
<tr>
<th>Content Area and Trainings</th>
<th>Training Name (thread, university, other)</th>
<th>Training Date</th>
<th>Training Organization</th>
<th>OFFICIAL USE ONLY</th>
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</thead>
<tbody>
<tr>
<td>Administrators Education Level:</td>
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<tr>
<td>Center: Alaska SEED Level 7</td>
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<tr>
<td>Home/Group Home: Alaska SEED Level 6</td>
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(Indicate SEED Level and SEED Registry expiration date.)

<table>
<thead>
<tr>
<th>Family Engagement: Met by completing Strengthening Families training.</th>
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<tr>
<td>Social Emotional Development: Met by completing Pyramid Model Foundations training.</td>
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<tr>
<td>Professionalism: Met by completing Introduction to Alaska Early Childhood Core Knowledge and Competencies.</td>
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<tr>
<td>Child Development: Alaska Early Learning Guidelines</td>
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<tr>
<td>Learning Environment/ Adult-Child Interactions: Met by completing Environment Rating Scale, or CLASS training</td>
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<td>Fiscal Management: Met by completing a university course or Alaska SEED-approved training.</td>
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<tr>
<td>Human Resources: Met by completing a university course or Alaska SEED-approved training. (Center Administrators ONLY)</td>
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I certify that the information on this application is correct and that the supporting documentation is either attached with this application or has been uploaded to my Alaska SEED Registry profile.

Signature: ___________________________ Date: ____________

Please submit this page to SEED at info@seedalaska.org. Alaska SEED will contact you within 30 business days of receiving your application.