

### Overview

New Jersey has a deep commitment to providing quality child care for the state’s infants and toddlers by providing programs that support strong nurturing relationships, cultural competencies, and diverse learning styles and needs. The key to quality is the teachers who care for and teach children and families every day. The Coalition of Infant/Toddler Educators promotes the *New Jersey Infant/Toddler Credential* to enhance the knowledge, skills, and practice of infant/toddler professionals and para-professionals in center-based and family child care programs.

### Procedure

<b>Start</b>	<p><b>Work experience</b></p> <p>Document a minimum of 6 months working with children under the age of three.</p>
<b>Join</b>	<p><b>Join the New Jersey Workforce Registry</b></p> <p>Applications can be accessed at <a href="http://www.njccis.com">www.njccis.com</a>. Registry applications can be in process as you pursue the credential.</p> <hr/> <p><b>Become a member</b></p> <p>While not a requirement to obtain the credential, we encourage individuals to join CITE.</p>
<b>Fulfill</b>	<p><b>Training aligned with Key Indicators of Quality*</b></p> <p>Transcripts and/or documentation of clock hours of training.</p> <p>a. 120 approved non-credit training hours related to the Key Indicators of Quality* (refer to the <i>Learning Guide for the New Jersey Infant/Toddler Credential</i>) Consult the <i>NJ Workforce Registry</i> website (<a href="http://www.njccis.com">www.njccis.com</a>) for approved instructors or listing of available courses.</p> <p style="text-align: center;"><b>OR</b></p> <p>b. 9 College credits (completed within 5 years of submission of application from an accredited institution that are related to the Key Indicators of Quality*</p> <p style="text-align: center;"><b>OR</b></p> <p>c. Infant/Toddler Child Development Associate (CDA) (in current standing) or other CDA which includes 30 hours of infant/toddler specific training.</p> <p style="text-align: center;"><b>OR</b></p> <p>d. Associates or Bachelor’s Degree in early childhood education, child development, human development or related field (college degrees earned outside the United States will be evaluated on a case by case basis).</p>
<b>Complete</b>	<p><b>Complete 6 college credits</b></p> <p>Complete 6 college credits from an accredited institution (2 courses at 3 credits each). A list of colleges offering these courses can be found at <a href="http://www.njcite.org">www.njcite.org</a>. The courses are:</p> <p><b>Social &amp; Emotional Development: Infant Mental Health for Practitioners</b></p> <p style="text-align: center;"><b>AND</b></p> <p><b>Supervised Field Work in Infant and Toddler Settings.</b></p>

<p><b>Assemble</b></p>	<p><b>Assemble the additional required materials.</b></p> <p>All items listed below must be submitted via email as an attachment. Be sure to reference all pages submitted by first and last name and your current work location.</p> <p>a. <b>Portfolio</b> demonstrating how knowledge is applied to program implementation (some options for documenting competency – video, photo journal, written child study, ethical dilemmas).</p> <p>b. <b>Written feedback</b> on observation and field experience completed by your Supervised Field Work course instructor.</p> <p>c. <b>Two Letters of recommendation:</b> one from parent in the program and one from a supervisor. Family child care providers submit two letters from parents.</p> <p>d. <b>Reflective personal essay and statement of commitment.</b> A minimum of 500 words.</p> <p>e. Copy of a completed <b>Learning Guide for the New Jersey Infant/Toddler Credential</b>, OR, alternatively, at least two examples/documentations of a Competency in each of the eight Key Indicators of Quality listed and detailed in the Learning Guide.</p>
<p><b>Submit</b></p>	<p><b>Submit all completed documentation (within one year of completion of the six college credits outlined above) to: <a href="mailto:Credential@njcite.org">Credential@njcite.org</a></b></p> <p>Complete the <b>New Jersey Infant/Toddler Credential Enrollment Application</b> found at <a href="http://www.njcite.org">www.njcite.org</a> and submit it to the Coalition of Infant/Toddler Educators (CITE) along with the appropriate work experience documentation (minimum of 6 months with children under three years of age), <b>Code of Ethics Agreement</b>, and <b>\$350 Administration Fee</b>.</p> <p>Retain copies of application and all documents for your record.</p>

## Relevant Resources

### *Learning Guide for the New Jersey Infant/Toddler Credential*

<https://www.njcite.org/credential/the-learning-guide/> (\$20)

\*The Key Indicators of Quality, as outlined in The Learning Guide for the New Jersey Infant/Toddler Credential, are Infant Mental Health, Social/Emotional Well Being, Child Development, Curriculum, Environment, Family and Community, Health and Safety, Nutrition, and Professionalism.

### Credential Renewal (\$50)

The *NJ Infant/Toddler Credential* will be awarded by CITE and will be effective for four years. To maintain the Credential, candidates will be required to meet renewal criteria established by CITE.

<https://www.njcite.org/credential/credential-renewal-application/>

## Contact Information



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