

ECS: Program Director/Administration Emphasis Certificate of Achievement

Program Requirements:

"Program Requirements" specify the courses required for this program. See suggested course sequence for additional information.

A major of 48 units is required for the certificate. Required core courses (42 units) **COURSE** TITLE **UNITS** ☐ ECS 100 Child Growth and 3 Development ☐ ECS 101 Child, Family and Community 3 ☐ ECS 102 Child Health, Safety & 3 Nutrition ☐ ECS 104 Principles and Practices of 3 Teaching Young Children ☐ ECS 105 Observation and Assessment 3 ☐ ECS 106 Introduction to Early 3 Childhood Curriculum ☐ ECS 111 Administration I: Programs in 3 Early Childhood Education ☐ ECS 115 Care and Education for 3 Infants and Toddlers ☐ ECS 116 Teaching in a Diverse Society 3 ☐ ECS 118 Practicum: Preschool 3 ☐ ECS 119 Practicum: Infant/Toddler 3 ☐ ECS 120 Adult Supervision and 2 Mentoring In Early Childhood Education ☐ ECS 149 1 - 8.0 units Cooperative Work Experience: Occupational ☐ ECS 150 Administration II: Personnel 3 and Leadership in Early Childhood Education ☐ ECS 103 Introduction to Early 3

☐ ACCT 317	Bookkeeping 1	3
☐ BUS 107	Human Relations in Business	3
☐ CBIS 101	Computer Concepts &	3
	Applications	

Plus a minimum of 3 units selected from the following:

Childhood

COURSE	TITLE	UNITS
☐ ECS 112	Introduction to Young Children with Special Needs	3
☐ ECS 114	Parent/Child Relationships	3
☐ ECS 122	Positive Child Guidance	3
☐ ECS 125	Curriculum for School-Age Children	3
☐ ECS 151	Infant and Toddler Development	3
☐ EMS 102	First Aid & Safety	3

Plus 3 units selected from the following

COURSE	TITLE	UNITS



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Suggested Course Sequence

The "Suggested Course Sequence" is an example of how to complete the requirements plus any additional general education that may be needed. If you would like to create a personalized Student Education Plan (SEP), schedule a meeting with a counselor.

Course	Title	Units
Total Units		3
Tasks		

FALL SEMESTER (YEAR 1)		
Course	Title	Units
☐ ECS 100	Child Growth and Development	3
☐ ECS 104	Principles and Practices of Teaching Young Children	3
☐ ELECTIVE	MAJOR ELECTIVE (LIST A)	3
Total Units		9

Tasks:

- · Complete Career Exploration
- Meet with Counselor (SEP)
- · Visit library and tutoring
- · Review Financial Aid Requirements
- · Apply AHC Scholarship

SPRING SEMESTER (YEAR 1)		
Course	Title	Units
☐ ECS 101	Child, Family and Community	3
☐ ECS 105	Observation and Assessment	3
☐ ECS 115	Care and Education for Infants and Toddlers	3
☐ ELECTIVE	MAJOR ELECTIVE (LIST B)	3
Total Units		12
Taska.		

Tasks:

- · Set up Jobspeaker
- · Attend Career Exploration Day
- · FAFSA or Dream Act due March 2
- · Apply AHC Scholarship

SUMMER SEMESTER (YEAR 2)		
Course	Title	Units
☐ ECS 102	Child Health, Safety & Nutrition	3
Total Units		3
Tasks		

FALL SEME	STER (YEAR 2)	
Course	Title	Units

☐ ECS 106	Introduction to Early Childhood Curriculum	3
☐ ECS 116	Teaching in a Diverse Society	3
☐ ECS 149	Cooperative Work Experience: Occupational	1 - 8
Total Units		7

Tasks

- · Develop Resume at Career Center
- · Meet with Counselor
- · Review Financial Aid Requirements
- · Apply for AHC Scholarship



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SPRING SEMESTER (YEAR 2)		
Course	Title	Units
☐ ECS 111	Administration I: Programs in Early Childhood Education	3
☐ ECS 118	Practicum: Preschool	3
☐ ECS 120	Adult Supervision and Mentoring In Early Childhood Education	2
☐ ECS 149	Cooperative Work Experience: Occupational	1 - 8
☐ ECS 150	Administration II: Personnel and Leadership in Early Childhood Education	3
Total Units		12

Tasks

- · Apply for Certificate
- Utilize Job Search Resources
- · FAFSA or Dream Act due March 2
- · Attend Job Fair/Career Expo. Day

SUMMER SEMESTER (YEAR 3)		
Course	Title	Units
☐ ECS 119	Practicum: Infant/Toddler	3
Total Units		3
Tasks		