

This degree is offered online.

Program Requirements 27 Total Credit Hours									
General Education Courses				3 Total Credit Hours	Recommended Child Dev. Elective Courses		3 hours		
English Composition Courses					(Choose one of the following)				
ENGL	1113	English Composition I	3 hours	*	CHDV	1043	Children's Music, Movement and Arts	3 hours	
Program Requirement Courses				18 hrs	*	CHDV	2023	Children with Special Needs	3 hours
CHDV	1023	Intro to Early Childhood Ed.	3 hours	*	CHDV	2033	Children Language Arts and Literature	3 hours	
CHDV	1053	Child Health, Safety & Nutr.	3 hours						
CHDV	2013	Behavior, Development and Guidance of Children	3 hours	*	CHDV	2043	Child & Family in Society	3 hours	
CHDV	2143	Preschool Programming	3 hours	* These program courses are typically offered only once a year. See course descriptions for fall or spring designations and plan accordingly.					
CHDV	2243	Infant/Toddler Programming	3 hours	Recommended Business Elective Courses					3 hours
CHDV	2313	Administration and Mgmt of Child Care Programs	3 hours	(Choose one of the following)					
					ACCT	1203	Fundamentals of Acct'g	3 hours	
					MGMT	2233	Human Resource Dev.	3 hours	
					MGMT	2263	Principles of Management	3 hours	
					BADM	1103	Intro to Business	3 hours	
					CMSC	1113	Digital/Financial Literacy	3 hours	
Note: BADM 1113 & CMSC 1113 are general education requirements toward an Associate degree so have an added advantage for students planning to complete that degree.									

The Certificate in Administration and Management of Child Care Programs has been developed to prepare a person to work in the childcare field by completing hours required for the Oklahoma Director's Certificate (ODC). As an embedded certificate within the Associate Degree in Child Development, the program provides the understanding of the emotional, cognitive, physical, & social development of infants through pre-school age, preparing students in the design and implementation of developmentally appropriate curriculum, as well as communication, teaching, and guidance.

A CDA Certificate must be submitted to the Registrar in order to receive six hours of college credit (CHDV 1023 and CHDV 1053) from NOC within the CHDV program requirements. The CDA Certificate, the Certificate of Mastery, and the Certificate of Administration and Management of Child Care Programs can be acquired prior to obtaining the Associate degree or as one obtains the Associate degree.

**Career Opportunities;** Child Care Center Director, Child Care Center Master Teacher, Headstart Staff, Public School Teacher's Aide

This suggested curriculum includes degree requirements and courses that are usually completed in the first two years of a four-year curriculum. Consult with the university or college of your choice and its catalog curriculum as you make plans on where to transfer. Be careful to select the courses that will meet all requirements for both the Associate and Baccalaureate degree programs.

**Year One**

<b>Fall Semester</b>			<b>Spring Semester</b>		
ENGL	1113	English Composition I	CHDV	2013	Behavior, Development & Guidance of Children
	3 hours	Business Elective			
CHDV	1023	Intro to Early Childhood Ed.	CHDV	2243	Infant/Toddler Programming
CHDV	1053	Child Health, Safety & Nutrition	CHDV	2313	Administration & Management of Child Care Programs
CHDV	2143	Preschool Programming			
				3 hours	Child Development Elective
Total: 15 credit hours			Total 12 credit hours		

NOC evaluates students for placement into supplemental/college-level courses or college-level courses, whichever will lead to the greatest possibility of student success. Academic placement is determined by A.C.T. test scores, corresponding A.C.T. challenge tests, holistic placement, or other college approved placement tests. These tests are administered in the Testing Center at NOC. Based upon the scores, students may be required to take one or more supplemental courses for English, Math, Social Science or Nursing. See the NOC testing web page by clicking on the following link: <http://www.noc.edu/act> for placement guidelines.