NATIONAL ADMINISTRATOR’S CREDENTIAL
TEXAS & FLORIDA
DIRECTOR’S CREDENTIALS

★ NAC ALSO ACCEPTED IN ★
UTAH • ARIZONA
OKLAHOMA
AND OTHER STATES

NOW EACH JUST $449

3-DAY CDA FAST TRACK

NICCM™
## NICCM Training Opportunities

Providing industry specific, dynamic training, and NAC credentialing since 1993.

### NICCM National Administrator’s Credential
The National Administrator Credential (NAC) is a comprehensive training program for Directors and Administrators of early education programs. NICCM’s NAC is recognized as a mark of excellence that designates individuals who have proven an understanding and competence in managing an early education center.

### Florida Director’s Credential
The NICCM NAC has been praised as being the best way to earn or renew a Florida Director’s Credential. “NICCM’s NAC is an approved Overview of Child Care Management Course”

### Texas Director’s Credential
A “user friendly” two-and-a-half-day option with unsurpassed management training and a competitive price. NICCM’s NAC is an approved Texas Director Credential.

### Utah - Now Approved
NICCM’s NAC is now a Utah approved Educational Credential. The NICCM CDA Fast track course is also an approved option to become director qualified. Give us a call to find out which course is right for you!

### Oklahoma Director Qualification
The NICCM NAC and the 3-Day CDA Fast track Courses are now available in Oklahoma to meet the Director Qualification Requirements. NICCM is an Oklahoma Approved Training Organization for renewal with the Oklahoma Professional Ladder.

### Distance/In-Home Learning
Our courses are also available as a convenient and flexible distance/home-based program. Earn or renew your credential from home.

### Renew or Convert Your Credential
We have many options to help you renew your CDA, NICCM NAC or convert your current non-NICCM credential. Call our office at 602.476.1422 to go over your options.

### 3-Day CDA Fast Track
NICCM’s program will get participants CDA ready in as few as 3 days. Join hundreds of participants who have already accomplished this. Complete your portfolio and go through the entire process in 3 days. (Also available as a distance program.)

---

### Featured Speaker

**BRADLEY SMITH**

A much sought after trainer and motivational speaker in early education, business and leadership events nationwide. His knowledge and expertise are unsurpassed in the early educational field. Bradley’s teaching style is highly entertaining and interactive.

---

**WWW.NICCM.COM**
The 2018/2019 conference is divided into 5 sessions each containing 2 distinct units of study. Each session is 4 hours long. Participants can sign-up for the entire conference or choose individual sessions depending on their needs and interests.

<table>
<thead>
<tr>
<th>SESSION A</th>
<th>SESSION D</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Contact Hours / 4 CEUs</td>
<td>4 Contact Hours / 4 CEUs</td>
</tr>
</tbody>
</table>
| **Unit 1**: FISCAL MANAGEMENT  
- Corporate Entities  
- Increase Profit Margin | **Unit 7**: DEALING WITH DIFFICULT EMPLOYEES  
- Dealing With Absenteeism  
- Creative De-hiring |
| **Unit 2**: INSURANCE FOR YOUR CENTER  
- Protecting Assets  
- Liability Issues / Amounts | **Unit 8**: ADMINISTRATIVE LEADERSHIP  
- Team Building / Planning Structure  
- Respect of Diversity in Values / Ethics |

<table>
<thead>
<tr>
<th>SESSION B</th>
<th>SESSION E</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Contact Hours / 4 CEUs</td>
<td>4 Contact Hours / 4 CEUs</td>
</tr>
</tbody>
</table>
| **Unit 3**: HIRING & TEACHER ORIENTATION  
- Hiring Strategies and Labor Law  
- New Teacher Training Program | **Unit 9**: THE NEW ECONOMY  
- Strategies for “New” Challenges  
- Demographic / Psychographic |
| **Unit 4**: EMPLOYEE HANDBOOKS & EVALS  
- Developing / Evaluating Handbooks  
- Effective Evaluation Practices | **Unit 10**: TRAIN THE TRAINER  
- Methods / Styles of Learning  
- Getting Certified to Train Your Own Staff |

<table>
<thead>
<tr>
<th>SESSION C</th>
<th>SESSION F</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Contact Hours / 4 CEUs</td>
<td>25 Contact Hours / 2.5 CEUs</td>
</tr>
</tbody>
</table>
| **Unit 5**: CENTER MANAGEMENT  
- Training Requirements  
- Develop / Evaluate a Parent Handbook | CREDENTIAL PRAXIS  
Convert the 20 contact hours / 2 CEUs from attendance in sessions A-E into the NAC (which is worth 45 contact hours / 4.5 CEUs) by completing the Praxis. Students will be assigned a mentor to advise them during the project. |
| **Unit 6**: CHILD DEVELOPMENT ESSENTIALS  
- Literacy, Math, Science, Diversity  
- Assessment / Classroom Observations | |

**SCHEDULE**
- **Day 1**: Session A: 5:00p-9:00p
- **Day 2**: Session B: 8:00a-12:00p; Session C: 1:00p-5:00p
- **Day 3**: Session D: 8:00a-12:00p; Session E: 1:00p-5:00p
The Child Development Associate (CDA) credential is a nationally accepted early childhood credential awarded by the Council for Professional Recognition.

**CLASS A**
4 Contact Hours / 4 CEUs
- **Introduction**: Overview of the Course
- **Unit 1**: Keys to Writing Statements
  - CDA Competency Statement 1
- **Unit 2**: CDA Competency Statement 2

**CLASS B**
5 Contact Hours / 5 CEUs
- **Unit 3**: CDA Competency Statement 3
- **Unit 4**: CDA Competency Statement 4
- **Unit 5**: CDA Competency Statement 5
- **Unit 6**: CDA Competency Statement 6

**CLASS D**
4 Contact Hours / 4 CEUs
- **Unit 7**: The Professional Philosophy Statement
  - Individual Consultations
  - CDA Practice Exam

**CLASS F**
4 Contact Hours / 4 CEUs
- **Unit 8**: Instructions Completing the Process
  - How to Select a PD Specialist
  - Renewal Requirements

**CLASS C + E**
13 Contact Hours / 13 CEUs (Total for the 2 Sessions and submitting Professional Portfolio)

**Directed Portfolio LAB**
The Directed Portfolio LAB allows for individual consultation & one-on-one time with an instructor.

**SCHEDULE**
- **Day 1**: Class A: 8:00a-12:00p; Class B: 12:30p-5:30p
- **Day 2**: Class C: 12:00p-4:30p; Class D: 5:30p-9:30p
- **Day 3**: Class E: 12:00p-4:30p; Class F: 5:30p-9:30p
## NICCM NAC & 3-DAY CDA FAST TRACK

### CONFERENCE DATES

<table>
<thead>
<tr>
<th>Anytime</th>
<th>Distance Learning Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 19 - 21, 2019</td>
<td>Ft. Lauderdale, FL</td>
</tr>
<tr>
<td>August 23 - 25, 2019</td>
<td>Orlando, FL</td>
</tr>
<tr>
<td>September 20 - 22, 2019</td>
<td>West Palm Beach, FL</td>
</tr>
<tr>
<td>October 11 - 13, 2019</td>
<td>San Antonio, TX</td>
</tr>
<tr>
<td>October 18 - 20, 2019</td>
<td>Orlando, FL</td>
</tr>
<tr>
<td>November 8 - 10, 2019</td>
<td>Ft. Lauderdale, FL</td>
</tr>
<tr>
<td>November 15 - 17, 2019</td>
<td>Dallas, TX</td>
</tr>
<tr>
<td>December 6 - 8, 2019</td>
<td>Orlando, FL</td>
</tr>
<tr>
<td>January 24 - 26, 2020</td>
<td>Tampa, FL</td>
</tr>
<tr>
<td>January 31 - Feb. 2, 2020</td>
<td>West Palm Beach, FL</td>
</tr>
<tr>
<td>February 21 - 23, 2020</td>
<td>San Antonio, TX</td>
</tr>
<tr>
<td>February 28 - March 1, 2020</td>
<td>Orlando, FL</td>
</tr>
<tr>
<td>March 27 - 29, 2020</td>
<td>Ft. Lauderdale, FL</td>
</tr>
<tr>
<td>April 3 - 5, 2020</td>
<td>Houston, TX</td>
</tr>
<tr>
<td>April 24 - 26, 2020</td>
<td>Orlando, FL</td>
</tr>
<tr>
<td>May 1 - 3, 2020</td>
<td>Dallas, TX</td>
</tr>
<tr>
<td>May 15 - 17, 2020</td>
<td>Jacksonville, FL</td>
</tr>
<tr>
<td>June 19 - 21, 2020</td>
<td>Orlando, FL</td>
</tr>
<tr>
<td>June 26 - 28, 2020</td>
<td>San Antonio, TX</td>
</tr>
<tr>
<td>July 24 - 26, 2020</td>
<td>Ft. Lauderdale, FL</td>
</tr>
<tr>
<td>July 31 - August 2, 2020</td>
<td>Houston, TX</td>
</tr>
<tr>
<td>August 14 - 16, 2020</td>
<td>Orlando, FL</td>
</tr>
<tr>
<td>September 18 - 20, 2020</td>
<td>West Palm Beach, FL</td>
</tr>
<tr>
<td>September 25 - 27, 2020</td>
<td>Dallas, TX</td>
</tr>
<tr>
<td>October 16 - 18, 2020</td>
<td>Orlando, FL</td>
</tr>
<tr>
<td>October 23 - 25, 2020</td>
<td>San Antonio, TX</td>
</tr>
<tr>
<td>November 13 - 15, 2020</td>
<td>Ft. Lauderdale, FL</td>
</tr>
<tr>
<td>December 4 - 6, 2020</td>
<td>Dallas, TX</td>
</tr>
<tr>
<td>December 11 - 13, 2020</td>
<td>Orlando, FL</td>
</tr>
</tbody>
</table>

### 3-DAY CDA FAST TRACK SCHEDULE

- **Day 1:** Class A: 8:00a-12:00p; Class B: 12:30p-5:30p
- **Day 2:** Class C: 12:00p-4:30p; Class D: 5:30p-9:30p
- **Day 3:** Class E: 12:00p-4:30p; Class F: 5:30p-9:30p

### NAC CREDENTIAL SCHEDULE

- **Day 1:** Session A: 5:00p-9:00p
- **Day 2:** Session B: 8:00a-12:00p; Session C: 1:00p-5:00p
- **Day 3:** Session D: 8:00a-12:00p; Session E: 1:00p-5:00p
NEW ONLINE VIDEO TRAINING!

$11 Per Course

WWW.HANDPRINT.ORG

602.476.1422

MAKE UPDATING YOUR
POLICIES AND PROCEDURES
QUICK & EASY
EDITABLE CD-ROMS
# REGISTRATION FORM

**MAIL TO:** 5235 E. Southern Ave. Suite D 106-621, Mesa, AZ 85206  **PHONE:** 602.476.1422  **FAX:** 480.264.3656

## NAME

## CENTER NAME

## BILLING ADDRESS

## CITY / STATE / ZIP

## CELL PHONE & WORK PHONE

## EMAIL ADDRESS

## CONFERENCE LOCATION & DATE or DISTANCE LEARNING

Registrations are non-refundable. For full terms & conditions go to NICCM.com

<table>
<thead>
<tr>
<th>SELECT ONE</th>
<th>Early (30+ days)</th>
<th>Regular (8-30 days)</th>
<th>Late (0-7 days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAC Event All Sessions</td>
<td>$449</td>
<td>$499</td>
<td>$549</td>
</tr>
<tr>
<td>NAC Distance All Sessions (Plus $25 Shipping)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NAC Event Per Session</td>
<td>$79</td>
<td>$89</td>
<td>$99</td>
</tr>
<tr>
<td>NAC Distance Per Session (Plus Shipping)</td>
<td></td>
<td>$89</td>
<td></td>
</tr>
<tr>
<td>Select NAC Session(s): □A □B □C □D □E</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NAC Tutoring</td>
<td>$150</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3-Day CDA Fast Track Event</td>
<td>$449</td>
<td>$499</td>
<td>$549</td>
</tr>
<tr>
<td>Distance CDA Fast Track (Plus $25 Shipping)</td>
<td></td>
<td>$499</td>
<td></td>
</tr>
<tr>
<td>Select Focus: □Preschool □Infant/Toddler</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Or go to NICCM.com to register

Total Due: $_________________________

Method of Payment (Circle One):  CHECK  VISA  MASTER  DISCOVER  AMEX

Credit Card Number (If Applicable): __________________________

Expiration Date: ____________________  Security Code: ____________________