



## Fall 2018 Educator and Provider Support Subsidized College Course Application

### Eligibility Requirements

Educators interested in EPS Region 1 college courses must meet the requirements listed below. Please note that EPS Region 1 prioritizes providers and educators serving children with high needs and EEC subsidies (vouchers and contracted slots).

#### Educator and Provider Support Requirements:

- Must be employed in a Massachusetts EEC Licensed or authorized group, family or out-of-school time program.
- Must be ACTIVE (not PENDING or EXPIRED) on EEC's Professional Qualifications Registry (PQR). For more information about the PQR visit: <https://www.eec.state.ma.us/PQRegistry/> . If you need assistance registering or updating your PQR contact: PET 413-736-3900 or [PETInfo@valleyopp.com](mailto:PETInfo@valleyopp.com) .
- Must attach an up-to-date Individual Professional Development Plan (IPDP). If you need assistance creating an IPDP contact PET ([PETInfo@valleyopp.com](mailto:PETInfo@valleyopp.com)) or see our website: [www.preschoolenrichmentteam.org](http://www.preschoolenrichmentteam.org) and click on the Resources for Educators Tab for the form and instructions.
- Must meet the criteria for acceptance at the college or university offering the course. Some require prior courses or a placement test to be taken first (prerequisites).
- Priority will be given to educators who work in a program that:
  - a. Serves high needs children (according to EEC's priority listing)
  - b. Is participating in the Program Focus Coaching Services
  - c. Is participating in the Massachusetts Quality Rating and Improvement System (QRIS)
  - d. Is in the Region 1 Catchment area: Berkshire, Hampden, Hampshire and Franklin Counties

Please note that any educator who previously enrolled in an EPS Region 1 funded college course and did not properly withdraw from the course, has an outstanding balance with PET, failed more than 1 course or withdrew from 2 or more courses after the add/drop period, will be ineligible for any EPS Region 1 funded college courses for the following year.

#### COLLEGE/UNIVERSITY REQUIREMENTS:

Colleges and universities often have slightly different requirements for enrollment. Educators must meet the requirements of the college/university where the course will be offered to receive the EPS subsidy. These requirements may include but are not limited to:

- Satisfactory College Placement Exam scores (Accuplacer)
- Submittal of Official Transcripts from other institutions of higher education
- Submittal of High School Diploma or GED/HiSET
- Course Registration form
- College Application or Enrollment forms



**PreschoolEnrichmentTeam**

Educator and Provider Support  
of Western Massachusetts

a program of



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### Application & Selection Process

#### APPLICATION PROCESS:

Step 1: Educator completes EPS Region 1 Application for College Course Subsidies, and returns application, IPDP and application fee to Preschool Enrichment Team (attn: EPS Subsidy Review Team). Submit \$50.00 fee with your application via credit card, or check only.

*Fee will be refunded if you are not selected for the course.*

Step 2: We will review applications for EPS Region 1 requirements and eligibility. If eligible, we will inform the designated college and a representative will be in touch to begin the enrollment process.

### SEND COMPLETED APPLICATIONS, IPDP, AND REGISTRATION FEE TO:

**Fax:** 877-635-0920  
Attn: EPS Subsidy  
Review Team

**Postal Mail:** PET/VOC  
35 Mt. Carmel Avenue  
Chicopee, MA 01013

**Scan/email *with signatures*:**  
[PETinfo@valleyopp.com](mailto:PETinfo@valleyopp.com)  
Attn: EPS Subsidy  
Review Team



For more information contact PET  
413-736-3900 or [PETInfo@valleyopp.com](mailto:PETInfo@valleyopp.com)



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**College Course Descriptions**

**Berkshire Community College (Online, 7 Weeks)**

ECE 122 – Special Needs in Early Childhood Education

January 22, – March 7, 2019

The role of the teacher in identification, evaluation, and planning for special needs in infant, toddler, and preschool classrooms. The course covers the breadth of problems found in special needs child care, from educational, family, and community perspectives.

**Prerequisites:** None

**Applications Due by January 18**

**Greenfield Community College (Online)**

PSY233 – Child Behavior and Development

January 24 – May 9, 2019

Focuses on the development of the child from conception to adolescence. The concept of development is explored in depth and all aspects of the developing child are considered: social, emotional, physical, verbal, intellectual and creative. Major theories of child development are reviewed. Research in child development is studied with particular attention paid to naturalistic observation.

**Prerequisites:** Satisfactory English placement test scores or completion of developmental English courses and current employment in the field of Early Education or Out-of-School Time Care.

**Applications due by January 10**

**Holyoke Community College (Hybrid Course, 7 Weeks)**

EDU 203 – Health, Safety and Nutrition

March 27 – May 23, 2019

Saturdays, 9:00 A.M. – 12:00 P.M.

This course will provide students with an understanding of a "healthy" developmentally appropriate and inclusive environment for young children. An emphasis will be placed on current trends and definition of "wellness" including, nutrition, physical and emotional health, lifestyle, and the need for physical activity for children and families. Students will become familiar with local, state, and federal programs and agencies which promote and support the "wellness" of today's diverse families. The Massachusetts Early Childhood Standards will be incorporated into the course content.

**Prerequisites:** EDU 104 with a grade of C or better and eligibility for ENG 101

**Applications due by March 11**

**Springfield Technical Community College**

ECE 160 – Dynamics of Early Childhood Behavior (Hybrid)

January 23 – May 1, 2019

Wednesdays, 6:00 P.M. – 9:00 P.M.

The students will examine the process of guiding young children. They will design and evaluate strategies for guidance. Focus will be on the effective interaction with children that results from informed behavioral decisions, an understanding of how children develop, and realistic expectations for self and children. Students will increase their objectivity and demonstrate proficiency in observing and interpreting children's behavior through their fieldwork in coordination with coursework

**Prerequisites:** ECE 110 – Child Growth and Development

**Applications due by January 18**



# Preschool Enrichment Team

Educator and Provider Support  
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Please **PRINT CLEARLY** and fill in **ALL** information – your application will not be considered if form is incomplete.

I am interested in: \_\_\_\_\_  
(Write Course Code and School ex. EDU 101 BCC)

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Program: \_\_\_\_\_

MA EEC Program ID # \_\_\_\_\_  
(Not License #):

Position: \_\_\_\_\_

Work Phone: \_\_\_\_\_

EEC PQ Registry # \_\_\_\_\_

Percentage of Subsidized children in program:  
(This refers to Voucher, Contracted and Supportive Slots)

- None
- Less than 25%
- 25% to 50%
- More than 50%

I have attached my IPDP and \$50.00 Application Fee

### Credit/Debit Charge Accounts

- Am Express
- Discover
- Master Card
- Visa

\_\_\_\_\_  
Credit Card Number

Expiration Date: \_\_\_\_\_ CVV2 #: \_\_\_\_\_

Billing Zip Code: \_\_\_\_\_

\_\_\_\_\_  
Signature (Name on Card)

Make checks payable: **Valley Opportunity Council**  
Mail to: **Preschool Enrichment Team**  
35 Mt. Carmel Avenue, Chicopee, MA 01013  
Phone: 413-736-3900 Toll free: 877-478-7727  
Fax: 877-635-0920



These courses are supported with funding from the Educator and Provider Support (EPS) grant, Department of Early Education and Care.



## EPS/ College Release of Information

In order to best support students enrolling in college courses supported through the EPS College Subsidy Program we would like permission to share grades, attendance records and other relevant information between the college and EPS Region 1. This information will **only** be used to support student learning and/or EPS funding during the semester you are enrolled.

**Please complete one release form per college course.**

Please **print** the following information:

Full legal name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

E-mail: \_\_\_\_\_

Personal phone: \_\_\_\_\_

College you wish to attend: \_\_\_\_\_

Course name /number: \_\_\_\_\_

Are you currently a student or have you ever been a student at this college? \_\_\_\_\_

If so, what year(s) did you attend? \_\_\_\_\_

If so, what is your student number? \_\_\_\_\_

Have you taken the Accuplacer/placement test before? \_\_\_\_\_

My signature below gives permission to the college and the EPS program to share information relevant to my attendance and participation in this EPS funded class for up to one year from the date it is signed.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_