



Renewal Application for Texas Trainer Registration

This application is for the purpose of **renewing** registration as a Trainer in the field of early care and education within the Texas Early Care and Education Career Development System.

The information provided on this form is utilized to update your credentials in the field of early care and education, stored in a database of Texas Registered Trainers, and shared online at www.uth.tmc.edu/tececds . For questions and comments contact Dr. Dorothy J. Calhoun, Director, Texas Head Start-State Collaboration Office, 7000 Fannin, Suite 2355, Houston, TX 77030 Phone: 713-500-3835; FAX 713-500-0386 or email Dorothy.J.Calhoun@uth.tmc.edu

Name: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Phone: _____ FAX: _____
 Position: _____

This application is submitted to request registration as an early care and education trainer at the level indicated. (Please check one)

Provisional Certified Master

I. Educational Achievements (list new degrees or certifications achieved in the last three years)

Early Care and Education Credential (list type: _____)
 Associate's Degree (list major: _____)
 Bachelor's Degree (list major: _____)
 Master's Degree (list major: _____)
 Doctorate Degree (list major: _____)
 Other Professional Credential(s) (Please be specific and spell out abbreviations)
 _____)

II. Provide the number of training hours you have presented in the last three years. Trainers are required to train a minimum of 36 hours in the previous three years.

_____ Total Number of Training Hours presented over the last three years (self-report)

III. TOT Training Attended: List courses, seminars, workshops, etc that you have attended during the past three years that pertain to the Core Knowledge Areas and Skills for Trainers. Trainers are required to receive 12 clock hours of training in the Core Knowledge area and Skills for trainers over the last three years to meet renewal requirements.

Course/ Training Title	Location	Clock Hours	Date	Core Area (Use code # 1-5 listed below)

Core Knowledge and Skills for Trainers

1. Adult Learning and Development and its impact on training design
2. Training Methodology, Techniques and Presentation Styles
3. Group Process
4. Topic Selection
5. Evaluation

V. List courses, seminars, workshops, etc. that you have attended during the past three years that pertain to the Core Knowledge Areas and Skills for Practitioners.. Trainers are required to receive 12 clock hours of training in the Core Knowledge Areas and Skills for Practitioners over the last three years.

Course Title	Location	Clock Hours	Date	Core Area (Use code # 1-8 listed below)

Core Knowledge and Skills Areas for Practitioners:

- | | |
|---|--------------------------------------|
| 1. Child Growth and Development | 2. Health and Safety |
| 3. Professional Practice, Methods, and Curriculum | 4. Guidance |
| 5. Family and Community Relationships | 6. Cultural and Individual Diversity |
| 7. Observation and Assessment | 8. Professionalism |

SIGNATURE

I affirm that the information on this renewal application is to the best of my knowledge true and correct.

 Printed Name of Registered Trainer
 Trainer Number

 Signature of Registered Trainer

 Date

RENEWAL CHECKLIST

Please include the following with this application:

____ \$25.00 renewal fee made out to UTHSC-Houston

____ documentation of completion of 36 clock hours of training presentations by trainer

____ documentation of completion of 12 clock hours in Core Knowledge and Skills Areas for Trainers (TOT – Train the Trainer)

____ documentation of completion of 12 clock hours in Core Knowledge and Skills Areas for Practitioners