

OYC Correspondence Course Catalog - OPEN ENROLLMENT ANY TIME!

To view each course description, CDA Content Area and Core Knowledge Area being addressed you may go to our website at <http://hd.ingham.org> Click on Office For Young Children, then Training Calendar then click on any title below to open a Word document description. Please call 1-800-234-6996 if you have any questions.

Course Title	Total Hours	Total CEUs	Training Cost
Are We Failing Our Boys?	5	0.5	\$72
Basics of Early Care & Education	15	1.5	\$140
Biting-Why They Do It, What To Do About It MOODLE	3	0	\$36
Caring for Infants and Toddlers By Mail or MOODLE	3	0	\$36
Child Care Center Administration, Part 1	15	1.5	\$140
Child Care Center Administration, Part 2	15	1.5	\$140
Communicable Disease and Blood Borne Pathogens By Mail or MOODLE	1.5	0	\$29
Creating a Safe and Healthy Childcare Environment	5	0.5	\$72
Cultural Diversity and Inclusive Practices	3	0	\$36
Dental Hygiene MOODLE	3	0	\$36
Effective Communication & Assertiveness	5	0.5	\$72
Energize Your Circle Time By Mail or MOODLE	3	0	\$36
Everyday Literacy- By Mail or MOODLE	3	0	\$36
Extreme Makeover: Guidance & Discipline By Mail or MOODLE	5	0.5	\$72
Food Allergies MOODLE	3	0	\$36
Food Allergies and Nutrition	5	0.5	\$72
How Caregivers Affect Early Childhood Setting	10	1	\$110
Inclusive Child Care 1	16	1.6	\$140
Inclusive Child Care 2	16	1.6	\$140
Inclusive Child Care 3	16	1.6	\$140
Infant Toddler Care 1: Beginning Their Journey	15	1.5	\$140
Infant Toddler Care 2: Growing Up Fast	15	1.5	\$140
Infant Toddler Care 3: Small Steps to Success	15	1.5	\$140
Infants and Toddlers: It's a Sensory Experience	5	0.5	\$72
Journaling and Portfolios By Mail	3	0	\$36
Making Meaningful Connections By Mail or MOODLE	3	0	\$36
Many Right Ways (DVD)	2.5	0	\$36
Meeting the Needs of School Age Children	10	1	\$110
Music and Early Learning (DVD)	2.5	0	\$36
Observation & Documentation in Early Childhood Environment	10	1	\$110
Physical Development of Infant and Toddlers MOODLE	3	0	\$36
Physical Development of Preschool Children MOODLE	3	0	\$36
Recognizing, Preventing & Reporting Child Abuse & Neglect	1.5	0	\$29
Safe Sleep and Shaken Baby Syndrome By Mail or MOODLE	1.5	0	\$29
Screening in Early Childhood By Mail or MOODLE	1.5	0	\$29
Small Groups & Assessment By Mail or MOODLE	3	0	Special rate til 9/30 \$25
Social Emotional Development of Infant and Toddlers MOODLE	3	0	\$36
Stop the Bullying: Create a New Culture	5	0.5	\$72
Summer is Coming! Are You Ready for the School Agers? By Mail or MOODLE	3	0	\$36
Teaching Children Kindness By Mail or MOODLE	3	0	\$36
Ten Things Every Child Needs for the Best Start in Life (DVD)	2.5	0	\$36
The Developing Brain	10	1	\$110
Toys, Activities and the Environment for Infants/Toddlers MOODLE	3	0	\$36
Understanding Behavior in Children is an Emotional Discovery	10	1	\$120
What Children Learn When You are Not Teaching By mail or MOODLE	3	0	\$36
When a Child Pretends (DVD)	2.5	0	\$36
You CAN Do Math and Science by Mail or MOODLE	3	0	\$36

HOW TO REGISTER: You are required to register for training at www.GreatStartToQuality.org

- A. Under the “Educators” section choose “Looking for Professional Development”
- B. For face to face **classroom sessions** enter the county you want to search in and then click on the Classroom Training button. You can view it as a grid table or change to calendar view
- C. For **all On-line courses** training click on the online training button- you will see options from all of the state resource centers- all OYC trainings start with “OYC” in the title
- D. For **all Correspondence** training click on the correspondence button- you will see options from all of the state resource centers- all OYC trainings start with “OYC” in the title
- E. Complete payment process: For credit card payments, use the link that you receive in an email or call 517-887-4319 or 800-234-6996 to give info over the phone. If you wish to pay via check or money order please complete the form below and mail it along with your payment to: **Office for Young Children, PO Box 30161, Lansing MI 48909.** Please **make checks payable to Ingham County.** Checks returned for non-payment will be assessed a \$30 fee. For questions you may call 1-800-234-6996

Summer 2017 Training Registration Form

Name (First) _____ (Last) _____ Home Phone _____

Home Street Address _____ Work Phone _____

City _____ State _____ Zip Code _____ Home County _____

Email address (PRINT) _____ Birthdate _____

Type of Provider (Check one): Family Group Center DHS Unlicensed provider Other

Worksite Name _____ License/Registration # _____

Check your training choices below:

Cost	Yes, CEU	Course Title	Indicate choice boxes where offered
<input type="checkbox"/> \$500		CDA Essentials Class (Hybrid)	Classroom 10/3/17 first session
<input type="checkbox"/> \$ 25		Happiest Baby and Toddler on the Block	Classroom 7/20/17
<input type="checkbox"/> \$ 25		Heading to Kindergarten- Supporting Transitions	Classroom 8/16/17
<input type="checkbox"/> \$ 25		Bullying Prevention	Classroom 9/12/17
<input type="checkbox"/> \$ 25 (until 9/30/17)		Small Groups and Assessment	<input type="checkbox"/> MOODLE or <input type="checkbox"/> Mail
<input type="checkbox"/> \$ 36		CPR Recertification	Classroom 8/29/17
<input type="checkbox"/> \$ 36		CPR Certification (am)	Classroom 9/16/17
<input type="checkbox"/> \$ 36		First Aid Certification (pm)	Classroom 9/16/17
<input type="checkbox"/> \$ 36		CPR Challenge Course	by appointment and Independent Study
<input type="checkbox"/> \$ 36		First Aid Challenge Course	by appointment and Independent Study
<input type="checkbox"/> \$ 29		Beyond Back to Sleep and SBS	<input type="checkbox"/> MOODLE or <input type="checkbox"/> Mail
<input type="checkbox"/> \$ 29		Communicable Dis. w/Blood B. Pathogen	<input type="checkbox"/> MOODLE or <input type="checkbox"/> Mail
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Infant/Tod: Beginning Their Journey Module 1	Independent Study (by mail only)
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Infant/Tod: Growing up Fast Module 2	Independent Study (by mail only)
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Infant/Tod: Small Steps to Success Module 3	Independent Study (by mail only)
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Child Care Center Administration Part 1	Independent Study Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> \$140	<input type="checkbox"/> \$10 CEU	Child Care Center Administration Part 2	Independent Study Mail <input type="checkbox"/> or Email <input type="checkbox"/>
<input type="checkbox"/> _____	<input type="checkbox"/> \$10 CEU	_____	Independent Study Mail <input type="checkbox"/> or Email <input type="checkbox"/>
		_____	Or <input type="checkbox"/> MOODLE
		<i>Independent Study course selected from course catalog</i>	<i>(check one, if applicable to course)</i>

\$ _____ + \$ _____ = \$ _____ Note: CEUs (through MSU) are *optional where indicated*
 Total class cost Total CEU cost **Amount enclosed**
 Please allow 3-5 business days after we receive payment to process registrations

In case of OYC cancellation, vouchers will be provided and can be redeemed for other OYC trainings. **OYC has a non-refundable policy for students who do not attend training or do not complete coursework by deadline.**

The rates for Professional Development Classes are valid through September 30, 2017 unless otherwise indicated