

 **Center for Education**

 An Educational Training & Consultant Company updated 4/1/2018

# http://ts3.mm.bing.net/th?id=H.4707607407167458&pid=15.1&H=160&W=111 Texas Director’s Credential RENEWAL Application

 **Gathered the following documents and mail to the address below:**

 ( ) Copy of the most recent childcare licensing inspections or investigations.

 ( ) If you have any non-compliances, what is your plan of action taken and how do

 you plan to maintain this standard in the future? (short summary)

 ( ) Copy of all training certificates received over last two years

 (at least 10 hrs. business management, 10hrs. childcare, and 10hrs. other)

 ( ) Copy of current CPR/first aid certification

 ( ) Copy of your director’s credential certificate issued by A+ Center For Education, LLC

 ( ) Copy of your director’s license issued by the Department of Family & Protective Service

 ( ) Participate in a 1 hour telephone or face-to-face meeting. Call for meeting schedule.

 ( ) A check for $100 made payable to A+ Center For Education, LLC or credit/debit card

 payment can be made over the telephone.

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 Today’ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Middle Initials\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Social Security Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Home # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date original credential was issued: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date credential will expire: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place of Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

Business Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Business Email/Website Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many years at this employment: \_\_\_\_\_\_\_\_ Total amounts of early childcare experiences: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**PLEASE NOTE: YOUR RENEWAL WILL BE DENIED IF YOU ARE MISSING ANY OF THE ABOVE DOCUMENTS**

 (After all documents are reviewed, evaluated, and approved, a certificate will be mailed.)

 **Mail /Fax/Drop Off your documents to**: A+ Center for Education, \* P.O. Box 3820 \* Edinburg, TX 78540 \* Tel# (956) 381-9988

 Fax# (956) 381-5857 \* 2705 Fountain Plaza Blvd., Edinburg TX 78539

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#  updated as of 4/1/2018

# RENEWAL AGREEMENT

# Between

#  dr fridie 2Center for Education and Applicant

**Section 1:** **Applicant Agreement:**

1. Request for credential renewal must be received within three months prior to expiration.
2. The written request for renewal should be accompany with a copy of your training certificate confirming 30 clock hours of training, (10-management, 10-child development, and 10-childcare of choice) and a copy of the last licensing from DFPS’s visit with no serious negative deficiencies.
3. Credential will be revoked if credential holder does not respond to any correspondence regarding renewal or fail to renew at 3 months from expiration date.
4. Grounds for reprimand will be considered if credential holder is placed on probation by the DPFS Licensing for reoccurring negative deficiencies
5. Three reprimands will lead to credential being revoked.
6. Copy of all childcare licensing inspections or investigations for the last two years.
7. If you have any non-compliance, what is your plan of action taken and how do you plan to maintain this standard in the future? (short summary)
8. Copy of all training certificates received over last two years at least 10 hrs.-business management, 10hrs-childcare, and 10hrs.- other)
9. Copy of current CPR/first aid certification
10. Copy of your director’s credential certificate issued by A+ Center For Education, LLC
11. Copy of your director’s license issued by the Department of Family & Protective Service
12. Participate in a 1hour telephone or face-to-face scheduled meeting.
13. A check for $100 made payable to A+ Center For Education, LLC or credit/debit card payment can be made over the telephone.

**Section 1:** **Organization Credential Agreement:**

* Participate in a 1hour telephone or face-to-face schedule meeting.
* After all documents are reviewed, evaluated, and approved, a certificate will be mailed to individuals.
* The credential is valid for two years from issued date.

**Section 2**: **Fees:**

* Renewal fee is $100
* Renewal late fee is $75 (after certificate expiration date)
* Rush order fee is $35

**This agreement is entered on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Applicant’s Signature Executive Director or Instructor Signature