



Texas Director's Credential Application



Minimum Enrollment Requirements:

- 21 years old or older (Picture ID or Driver's License)
- High School Diplomas or Equivalent
- At least 2 years experiences with early childhood children in a licensed center, or public school (PK-3rd Grade) (written proof of employment is required)
- Current CPR & First Aid Card
- Clear criminal history check (notarized affidavit or copy of cleared criminal check licensing letter)
- One letter of recommendation (reference's name, address, telephone)
- Copies of all requested above items prepared for the Department of Family & Protective Service Licensing
- Mail or Drop off completed application with a \$75 deposit (non-refundable) 2WEEKS prior to the first class date.

Today' Date: _____

Class Course Date: _____ Location: _____

Last Name: _____ First Name: _____ Middle Initials _____

Date of Birth: _____ Social Security Number: _____

Home Address: _____

City: _____ State _____ Zip _____

Home # _____ Cell# _____ Fax# _____

Email address: _____

Date on High School Diploma or GED: _____ Driver's License or ID#: _____

Type of Program: registered family group licensed home licensed child care afterschool school district

Your Title: _____ Business Phone: _____

Business Names: _____

Business Address: _____

City: _____ State: _____ Zip _____

Applicant Statement:

I certify that the answers given on this application are true and complete to the best of my knowledge. I authorize the investigation of all statements contained in this application, as it is necessary to be accepted into this credentialing class. By signing this application, I agree to the terms of these statements.

Signature: _____ Date: _____

Print Your Name: _____

Refund Policy

Refunds are issued only if written request is postmarked 30 days prior to course. The refund will be 50% of paid amount of \$600 only. The \$75 deposit is non-refundable.

Credential Agreement

Total Course Fee- **\$675.00 (\$75 deposit (non-refundable) submitted 2 WEEKS prior to the first class date. Remaining balance of \$600 will be due on the first class day).** **The late deposit fee after due date is \$75.** Applicant will receive a certificate of credential when all enrollment and completion of program requirements are met. The credential is valid for two years from issued date and must be renewed before the expiration date. The renewal fee is \$100 and late fee is \$75 (after certificate expiration date). Rush order fee is \$35. Request for renewal must be received within 3 months prior to expiration. Accompany with written request for renewal, a copy of training certificate(s) confirming 30 clock hours of training, (10-management, 10-child development, 10-childcare of choice) and a copy of the last licensing visit with no serious negative deficiencies. Credential will be revoked if participant does not response or fall to renew at 3 months from expiration date. Grounds for reprimand will be considered if credential holder is place o probation by the DFPS Licensing for reoccurring negative deficiencies. Three reprimands will lead to credential being revoked.

Mail /Drop Off Application 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