

Assignment 6a CDA Renewal Information

Your initial CDA credential must be renewed every three years. To renew your CDA after the three year period, you have two training options:



1. Complete a college course in early childhood or child development prior to the time that your CDA expires.
or
2. Complete 4.5 Continuing Education Units (CEU's) prior to the expiration of your CDA.

Additionally, you will need to have a letter of reference from someone who can verify your ongoing commitment to the field prior to your CDA renewal. There is a \$50.00 fee for renewals.

For information about early childhood college courses offered by NSU over the Internet, click here. ([link to ece courses](#)). For information about other courses, see the NSU home page ([link to NSU home page](#)) or contact NSU Child and Family Network at 1-800-796-9080 or the Department of Family and Consumer Sciences at 1-800-749-2736.

What Are CEU's?

Continuing Education Units (CEU's) are different from clock hours. One CEU is received for each 10 clock hours of training with some additional requirements such as an assignment. Consequently, a 6-hour session offering CEU credit will give you .6 CEU's. To get 4.5 during the 3-year period before you must renew your CDA, it is best to take at least 15 hours of training that will give you 1.5 CEU credit each year.

Training must meet certain criteria identified below to count as CEU's. The sessions we identify for CEU credit are designed to meet the special requirements for CDA renewal. Those special requirements are that the sponsoring agency insures that the training:

- ◆ Seeks input about participants' training needs and plans the training to meet those needs.
- ◆ Is long enough to explore a topic in depth.
- ◆ Provides a means of measuring learning. This measure can be a project, activity, or other means of demonstrating that the participants have benefited and learned from the session.
- ◆ Keeps a record for at least 7 years to document the training.
- ◆ Has a qualified trainer to conduct the sessions.

CEU's will usually count for clock hour training, but clock hour training may not necessarily count for CEU credit. Unless training states that it meets the CEU requirements for CDA, it likely will not count for CDA renewal.