

This degree is offered on NOC Enid, NOC Stillwater, and NOC Tonkawa campuses.

<b>Program Requirements 27 Total Credit Hours</b>				
<b>General Education Courses</b>		<b>3 Total Credit Hours</b>		<b>Recommended Child Dev. Elective Courses</b>
English Composition Courses				(Choose one of the following)
ENGL	1113	English Composition I	3 hours	CHDV 1043 Children's Music, Movement and Arts 3 hours
<b>Program Requirement Courses</b>		<b>18 hrs</b>		<b>Recommended Business Elective Courses</b>
CHDV	1023	Intro to Early Childhood Ed.	3 hours	(Choose one of the following)
CHDV	1053	Child Health, Safety & Nutr.	3 hours	ACCT 1203 Fundamentals of Acct'g 3 hours
CHDV	2013	Behavior, Development and Guidance of Children	3 hours	MGMT 2233 Human Resource Dev. 3 hours
CHDV	2143	Preschool Programming	3 hours	MGMT 2263 Principles of Management 3 hours
CHDV	2243	Infant/Toddler Programming	3 hours	BADM 1103 Intro to Business 3 hours
CHDV	2313	Administration and Mgmt of Child Care Programs	3 hours	CMSC 1113 Digital/Financial Literacy 3 hours
				Note: BADM 1113 & CMSC 1113 are general education requirements toward an Associate degree so have an added advantage for students planning to complete that degree.

The Certificate in Administration and Management of Child Care Programs has been developed to prepare a person to work in the childcare field by completing hours required for the Oklahoma Director's Certificate (ODC). As an embedded certificate within the Associate Degree in Child Development, the program provides the understanding of the emotional, cognitive, physical, & social development of infants through pre-school age, preparing students in the design and implementation of developmentally appropriate curriculum, as well as communication, teaching, and guidance.

A CDA Certificate must be submitted to the Registrar in order to receive six hours of college credit (CHDV 1023 and CHDV 1053) from NOC within the CHDV program requirements. The CDA Certificate, the Certificate of Mastery, and the Certificate of Administration and Management of Child Care Programs can be acquired prior to obtaining the Associate degree or as one obtains the Associate degree.

**Career Opportunities;** Child Care Center Director, Child Care Center Master Teacher, Headstart Staff, Public School Teacher's Aide

This suggested curriculum includes degree requirements and courses that are usually completed in the first two years of a four-year curriculum. Consult with the university or college of your choice and its catalog curriculum as you make plans on where to transfer. Be careful to select the courses that will meet all requirements for both the Associate and Baccalaureate degree programs.

**Year One**

<b>Fall Semester</b>			<b>Spring Semester</b>		
ENGL	1113	English Composition I	CHDV	2013	Behavior, Development & Guidance of Children
	3 hours	Business Elective			
CHDV	1023	Intro to Early Childhood Ed.	CHDV	2243	Infant/Toddler Programming
CHDV	1053	Child Health, Safety & Nutrition	CHDV	2313	Administration & Management of Child Care Programs
CHDV	2143	Preschool Programming			
				3 hours	Child Development Elective
Total: 15 credit hours			Total 12 credit hours		

NOC evaluates students for placement into either foundational or college-level courses, whichever will lead to the greatest possibility of student success. Academic placement is determined either by A.C.T. test scores or by Accuplacer test scores. These tests are administered in the Testing Center at NOC. Based upon the scores, students may be required to take one or more courses for remediation in English, Math, or Reading, either prior to or concurrent with credit courses. See the NOC testing web page by clicking on the following link: <http://www.noc.edu/act> for placement guidelines.