

Program:



RI Department of Education  
**COMPREHENSIVE  
EARLY CHILDHOOD  
EDUCATION**

**Staff Credentials Form  
Administrator**

**Complete, save and email this form along with required documentation. See CECE Standards 5.1 and 5.2 for full description of Administrator requirements.**

Administrator Name:

Title:

Date:

**Community-based programs**

Administrators must meet, at a minimum, DCYF Regulations for Licensure IV. A.

Check applicable administrative structure (*evidence will be reviewed on site*):

- The program has a full-time Education Coordinator –
- The Administrator has experience in administration and/or business management  
AND
  - a minimum of three years' experience working in a licensed/approved early childhood program.

**OR**

- The program has part-time Education Coordinator –
- The Administrator has experience in administration and/or business management  
AND
  - 18 post-secondary credits in ECE and/or child development  
AND
  - at least 3 years' experience working in a licensed/approved early childhood program.

**AND**

- The Administrator provides leadership for compliance with the 2013 CECE Structural Program Standards (refer to CECE Standard 5.2 for detail).

**Public school programs** – *both must be checked:*

- The Administrator meets, at a minimum, requirements under RIDE BEP Regulations (2009), Chapter 15

**AND**

- The Administrator provides leadership for compliance with the 2013 CECE Structural Program Standards (refer to CECE Standard 5.2 for detail).