

Professional Credential Verification & Class List:
Day Care Centers

Program/Site Name: _____

Center Director Information:

Name:	Email Address:	Lattice Level:	Credential/Certificate/ Degree:

Other Credentials:

Aim4Excellence Modules 1-3 (Check if completed)	Aim4Excellence Modules 4-6 (Check if completed)	Aim4Excellence Modules 7-9 (Check if completed)	Advanced Credential (Specify below)

Information regarding classroom details, teaching staff, and class rosters is included on page 2.
Make copies of page 2 and complete all required information for each classroom at your site.

Classroom Information:

List all teaching staff assigned to the classroom. Make copies of the table below for each classroom at your site.

Classroom Name:			
Age Range of Children:			
Have you set a limit on the number of children that can be enrolled in this classroom? ☐ Yes ☐ No If yes, what is the enrollment limit for this classroom? _____			
Teaching Staff Information:			
Teacher Name(s):	Email Address(es):	Lattice Level:	Credential/Certificate/Degree:
Class Roster:			
Do any children enrolled in your class have different funding sources (i.e. 4 children enrolled in EHS program and 2 children private pay)? ☐ Yes ☐ No			
If yes, complete column #4, "Funding Sources".			
Child	Identifier (if different from #)	Date of Birth (mm/dd/yyyy)	Funding Sources
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			