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**Guide to HS Lead Teacher Early Childhood Education/Related Field and Equivalent Coursework**

**Policy: A program must ensure all HS center-based teachers have at least an associate's or bachelor's degree in child development or early childhood education, equivalent coursework, or otherwise meet the requirements of section**[**648A**](https://eclkc.ohs.acf.hhs.gov/policy/head-start-act/sec-648a-staff-qualifications-development)**(a)(3)(B) of the Act. *[HSPPS 1302.91 (e)(2)(ii)]***

Related field will be considered based on college-level coursework in conjunction with the attainment of at minimum a bachelor’s or associate’s degree.  A coursework review and analysis of related field content per employee will be stored in their file based on the following guidelines.  For a college-level course to be considered “Early Childhood Education or a Related Field” (ECE/related), the content must address topics that support the knowledge and competencies of educators working with a birth to five population.  The courses are primarily focused on young children and/or their families and emphasize a developmental understanding of young children and developmentally appropriate approaches for the early years.

\*In addition to determining of a related field degree, a candidate must have experience teaching preschool-age children.

**Course titles that contain the following words (appearing on a college transcript) are assumed to contain early care and education related content and are therefore considered ECE/related by NMCAA:**

* Birth-Five
* Child/Children
* Child Development
* Early Childhood
* Early Childhood Spec. Ed.
* Early Intervention
* Early Learning
* Infant
* Toddler
* Preschool Kindergarten
* Young Children

**Courses that contain the words or topics listed below in their titles or course descriptions could possibly contain ECE/related content.**  If the course title is unclear, NMCAA may request and review official course descriptions to make a determination. Please note that a program may request any course, regardless of title, to be reviewed for ECE/related content.

* Child & Family Studies
* Child Assessment & Observation
* Child Psychology
* Cognitive Development
* Communication
* Curriculum
* Developmentally Disabled
* Developmental Language & Communication
* Developmental Psychology
* Disabilities
* Education
* Educational Psychology
* Family
* Family Studies
* Early Learning or Psychology Field Experiences (placement relevant to young children)
* Health, Safety & Nutrition
* Home Economics
* Family & Consumer Science
* Human Development
* Instruction
* Language and/or Speech Development
* Language and/or Speech Disorders
* Learning Theory
* Lifespan Development
* Literacy
* Montessori
* Parenting
* Pediatric Nursing
* Play
* Positive Behavior Management
* Psychology
* Public Policy
* Recreation
* Sociology
* Social Work
* Storytelling

**Coursework Review and Analysis**

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| Candidate Name: |

**Higher Education Summary**

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| --- | --- | --- | --- |
| Degree | Major | Institution | Date of Completion |
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**Related Coursework**

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| Related Course Title | Institution | Related Field Course Title | Related Field Course Description |
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**Notes**

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**Reviewer Signature and Title**

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| Reviewer Signature | Reviewer’s Job Title | Date |
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**Course Description Analysis**

For any courses categorized above in the “Related Field Course Description” column, copy and paste the course descriptions provided by the college into the space below. Following each course description, include a course analysis explaining how the course supports the candidate in carrying out the requirements of the EHS Teacher position.

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| **Course Descriptions and Analysis (if applicable)** |
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**NMCAA Manager Approval and Conclusion**

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| Approved | Denied | NMCAA Manager Signature | Date |
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