

Recognizing Excellence | Advancing Careers

The vision of The Registry, Wisconsin's Recognition System for the early care and education field, is to professionalize the early care and education field by defining and promoting excellence.

The Registry's mission is to develop and implement a comprehensive approach to career development, promote member's professional growth and contribute to workforce data and research.

To promote excellence in the care and education of children by:

- Recognizing and celebrating professional achievements
- Promoting and supporting professional growth
- Designing and aligning career pathways

Contact Us

For more information about The Registry and Credentials visit our website www.the-registry.org or call 608.222.1123.

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Registry Credentials Information for *Instructors*



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Completing the Registry Credential Process

The Registry Credentials are approved and awarded by The Registry. To obtain a credential, the candidate must complete the required courses and create a project or portfolio during the Capstone Course.

The Commission Process

Commissions are convened throughout the state several times each year. Candidates who have completed all the course work and their project may submit a “Request for Commission” registration form to The Registry.

For a list of scheduled commissions, candidates can visit The Registry website at www.the-registry.org under Credential Commissions. Visit www.the-registry.org under Credential Resources for registration forms and portfolio/project guides.

The commission process includes portfolio/project review, a brief presentation of the learning journey, and an individual meeting with the commissioner.

Registry Credential Commissioners

The Registry Commissioners are early childhood and school age professionals who have been trained to objectively evaluate the project or portfolio. Each commissioner has completed at least one of The Registry Credentials or has special knowledge of the credential topics.

Credential Portfolio/Project Review

Projects and portfolios are reviewed by the commissioner(s) prior to the date of the commission. The commissioner will determine if all requirements are met for the credential during the review process.

What Instructors Need To Know

Some ECE Associate Degree Courses are also Registry Credential courses



Be sure to tell your students to SAVE all their assignments for any early childhood course. Students may decide later on to complete a Registry Credential and will need to review previous assignments to complete their portfolio for a credential commission.

Teaching a Registry Credential Course in a Cohort

Always check The Registry website and Credential Course URLs for the latest teaching materials and key portfolio assignments for each credential course. If you are unfamiliar with teaching a Registry Credential, contact the Registry Professional Development Department to get essential instructor information.



Teaching a Capstone Course



It is critical Capstone instructors understand the portfolio guidelines and commission process to successfully guide students through completing the credentialing process. Check out the Registry website when beginning a Capstone course for the latest commission resources.

Overview of Credentials

Registry Credentials

The Registry has developed professional credentials to meet the unique needs of early care and education practitioners.

There are 10 specific Registry Credentials designed to focus on job specific skills so practitioners can apply the practical knowledge they've learned to their current positions.



Common Elements of all Registry Credentials



- 12-18 credits taught by an accredited Wisconsin technical college or university
- A sequence of 4-6 specific courses
- Culminates in a Capstone Course and the development of a portfolio or project
- Has a Commission process
- Is approved and awarded by The Registry

Registry Credentials

Registry Administrator Credential

Course One: Administration/Supervision in Early Childhood Programs

Course Two: Operations in Management in Early Childhood Programs

Course Three: Financial Management and Planning in Early Childhood Programs

Course Four: Early Childhood Programs and the External Environment

Course Five: Best Practices for Children and Families in Early Childhood Programs

Course Six: Administrative Seminar

Registry Afterschool & Youth Development Credential

Course One: Foundations of Afterschool and Youth Development

Course Two: Engaging Youth in Groups

Course Three: Intentionality in Programming

Course Four: Site Programming and Operations

Registry Diversity Credential

Course One: Building a Foundation for Understanding Diversity

Course Two: Building on the Assets of Families and Cultures

Course Three: Culturally Appropriate Interactions and Guidance

Course Four: Authentic Curriculum that Connects with Children

Registry Family Child Care Credential

Course One: Introduction to Family Child Care

Course Two: Family Child Care: Responsive Programming

Course Three: Family Child Care: Financial Management and Planning

Course Four: Family Child Care Credential Capstone

Registry Inclusion Credential

Course One: **Children with Differing Abilities** *

Course Two: Behavior and Emotional Challenges

Course Three: Special Health Care Needs

Course Four: Families and Team Centered Practice

Registry Infant Toddler Credential

Course One: **Infant Toddler Development** *

Course Two: Group Care for Infants and Toddlers

Course Three: **Family and Community Relations** *

Course Four: Infant Toddler Credential Capstone

Registry Leadership Credential

Course One: The Personal Disposition of a Leader

Course Two: Leading in Your Program

Course Three: Leading in Your Community and the Field

Course Four: Leading for Change

Registry Preschool Credential

Course One: **Health, Safety, and Nutrition** *

Course Two: **Child Development** *

Course Three: **Social Studies, Art, and Music***

Course Four: **Guiding Children's Behavior** *

Course Five: **Early Language and Literacy** *

Course Six: **Preschool Practicum** *

Registry Program Development Credential

Course One: Introduction to Program Development

Course Two: Observation, Assessment & Evaluation

Course Three: Staff Supervision, Coaching and Professional Development

Course Four: Designing Environments for Learning

Registry Supporting Dual Language Learners Credential

Course One: Introduction to Dual Language in Early Childhood

Course Two: Components of a Quality Dual Language Program

Course Three: Supporting Language Acquisition in Early Childhood Dual Language Learners

Course Four: Assessment of Dual Language Learners in Early Childhood

***Indicates courses taken within the Wisconsin Technical College System Statewide Curriculum for the Associate Degree in Early Childhood Education that are also Registry Credential Courses**