

CDA Training Tracking Form

Child Development Associate (CDA) certification requires 120 hours of documented formal education in caring for children, with no fewer than 10 hours in each of the following subject areas:

1. Planning a safe, healthy learning environment
2. Steps to advance children's physical and intellectual development
3. Positive ways to support children's social and emotional development
4. Strategies to establish productive relationships with families
5. Strategies to manage an effective program operation
6. Maintaining a commitment to professionalism
7. Observing and recording children's behavior
8. Principles of child development and learning

The requirement for 120 hours of formal education in caring for children may be met through a variety of available training. All hours must be acquired within five years of application. Use this form to document training.

1. Planning a safe, healthy learning environment

Date	Topic	Sponsor	Hours Acquired

2. Steps to advance children's physical and intellectual development

Date	Topic	Sponsor	Hours Acquired

3. Positive ways to support children’s social and emotional development

Date	Topic	Sponsor	Hours Acquired

4. Strategies to establish productive relationships with families

Date	Topic	Sponsor	Hours Acquired

5. Strategies to manage an effective program operation

Date	Topic	Sponsor	Hours Acquired

6. Maintaining a commitment to professionalism

Date	Topic	Sponsor	Hours Acquired

7. Observing and recording children's behavior

Date	Topic	Sponsor	Hours Acquired

8. Principles of child development and learning

Date	Topic	Sponsor	Hours Acquired