

CDA Credentialing Process Overview



Step 1 Anytime before application	Step 2 Within three years before application	Step 3 Within six months before application
<ul style="list-style-type: none"> Minimum of high school diploma/GED or enrolled in a high school career and technical program* 120 hours of education in 8 Subject Areas 	<ul style="list-style-type: none"> 480 hours of experience 	<ul style="list-style-type: none"> Professional Portfolio (PP) completed by Candidate Family Questionnaires (FQ) gathered by Candidate
Step 4 Application	Step 5 Within 6 months of Council approval of completed application	Step 6 After Verification Visit and CDA Exam
<ul style="list-style-type: none"> Candidate must identify a CDA Professional Development Specialist that meets the setting and language of application Candidate sends to the Council: <ul style="list-style-type: none"> - Application - Fee Candidate receives approval that application is complete and fee has been processed 	<ul style="list-style-type: none"> Verification Visit conducted by CDA Professional Development Specialist (chosen by Candidate): <ul style="list-style-type: none"> - Review of PP, FQs, transcripts/Certificates - Observation - Reflective Dialogue Candidate takes CDA Exam at a local PearsonVUE testing center 	<ul style="list-style-type: none"> Professional Development Specialist sends Verification Visit scores to the Council online Pearson VUE sends exam scores to the Council online Council awards or denies Credential

*Enrolled in a family and consumer sciences education program in the area of Early Childhood Education/Child Development

