

**BAKER COLLEGE**  
**Waiver Form - Office Copy**  
**Early Childhood Education**  
**Associate of Applied Science Degree**

**Acknowledgment Form - Open Enrollment Programs**

By initialing each line below, I confirm that I will abide by all policies and requirements in the Baker College Human Services documents, and I understand that:

- ☐ I am responsible for the information in this document.
- ☐ I must abide by all policies and requirements in this document.
- ☐ I must undergo a background check prior to entering the program.
- ☐ I may need to undergo an additional background check within the year prior to participating in external work experience and/or prior to reenrolling at Baker College after a break of one year or longer. Additional background checks may be required.
- ☐ I will be responsible for all costs associated with my background check(s).
- ☐ If I receive financial aid, I will sign a Federal Student Aid (FSA) Authorization Form, authorizing Baker College to apply any excess financial aid funds (including student loans) toward the cost of my background checks. I must contact the business office in writing if I do not want to use excess financial aid funds to cover the costs of my background checks.
- ☐ I have received background check instructions.
- ☐ I am required to submit the results of my background check to my campus Human Services Department prior to the start of classes. If I fail to submit the results as directed, I may be denied entry into this program, and my core classes may be dropped without advance notice to me.
- ☐ A criminal record may prevent clinical placement, licensure or certification, and employment opportunities. Baker College reserves the right to deny entry into or remove from a program, any student whose background check reveals any conviction or recorded event of any nature.
- ☐ I will categorically be denied entry into or will be removed from the program if my background check reveals any felony convictions; if I have pending charges for a felony; or if my background check reveals any other conviction or recorded event in any state or jurisdiction that statutorily precludes being granted certification, licensure, or employment by an authoritative regulatory body. This decision cannot be appealed.
- ☐ I understand that if my background check reveals a misdemeanor or recorded event that does not categorically preclude entry into the program, I may be admitted to the program only by appealing in writing to and gaining unanimous consent of a representative body composed of Baker College administrators.
- ☐ I understand that if my background check reveals a misdemeanor or recorded event, I will not be allowed to appeal until all conditions of the court are satisfied (e.g., fines/costs/restitutions paid, classes finished, probation completed).
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conviction, pending court action, or other recorded event that has not yet been reported or that subsequently occurs.

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- \_\_\_ I understand that students are required to have reliable transportation to and from the assigned location.
- \_\_\_ I understand that due to the limited number of sites, some students may be required to travel a distance from the College. In some instances, students may need to relocate to another campus.
- \_\_\_ I understand that students are not allowed to use personal cell phones or other personal electronic devices to transmit clinical/agency information, including photos.
- \_\_\_ I understand site information is not to be discussed on any form of social network or any electronic account outside of those required by the instructor for class participation.
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- \_\_\_ Professional appearance may require a specified uniform. In all instances students are to refrain from low-cut tops, and clothing that reveals trunk skin when standing or sitting, including hair and/or side-burns, facial hair, and nails are to be neat, clean, and trimmed to a length that will not interfere with safety and asepsis. Visible tattoos must be covered. Body piercing jewelry is not allowed.
- \_\_\_ I must comply with any changes in program requirements during my course of study. I am required to complete the requirements for my background check by the specified Health Requirements and Clinical Requirements.

- Failure to complete the background check may result in my being denied entry into the program, at which time my core classes may be dropped without advance notice to me.

### ***Essential Functions/Technical Requirements***

The essential functions required by the curriculum are in the following areas: motor, sensory, communication, and intellectual (conceptual, integrative, quantitative abilities for problem solving, and the behavioral and social aspects that impact the performance). \* Technical requirements, as distinguished from academic standards, refer to those physical, cognitive, and behavioral abilities required for satisfactory completion of all aspects of the curriculum and the development of professional attributes required by the faculty of all students at graduation. These essential functions and technical requirements are referred to as the "Essential Functions."

These Essential Functions are not conditions of admission to the College or the program. The Essential Functions provide information regarding continued eligibility in this program. A student may be qualified for and admitted to the program, but later be redirected due to a failure to develop and exhibit the Essential Functions. Persons interested in applying for admission to the program should review this information to develop a better understanding of the physical abilities and behavioral characteristics necessary to successfully complete the program.

By initialing each line below, I acknowledge and understand I am expected to possess the following Essential Functions:

- Cognitive abilities necessary to master relevant content in courses at a level deemed appropriate by the College. These skills may be described as the ability to comprehend, memorize, analyze, and synthesize material in a timely manner. The student must maintain the minimum grade point average (GPA) determined by each program in order to continue with coursework to complete a chosen degree. Students must have a cumulative GPA of at least 2.0 to graduate from any program; however, please note that some programs require a higher GPA in order to continue with coursework.
- Ability to assess all information. The student must be capable of responsive and empathetic listening to establish rapport in a way that promotes openness on issues of concern and sensitivity to potential cultural differences.
- Emotional stability to function effectively under stress and to adapt to an environment, which may change rapidly without warning, and/or in unpredictable ways.
- Ability to understand the basis and content of ethical practice and possess attributes which include compassion, empathy, altruism, integrity, responsibility, and tolerance.
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- Ability to conduct oneself in a professional manner.

- \_\_\_ Ability to think critically and demonstrate problem-solving skills.
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- \_\_\_ Ability to adhere to professional standards and Baker College professional conduct guidelines, policies, and procedures.
- \_\_\_ I have reviewed and acknowledge that I am expected to possess the program-specific Essential Functions located on the Program Information document.

The faculty content expert, program official, clinical coordinator, or employment supervisor is qualified and competent to assess the student's ability to perform the Essential Functions.

\*The College complies with the requirements and spirit of Section 504 of the Rehabilitation Act of 1973 as amended, and the Americans with Disabilities Act of 1990 (ADA), as amended by the Americans with Disabilities Act Amendments Act of 2008 (ADAAA). Therefore, the College will endeavor to make reasonable accommodations for participants with disabilities who are otherwise qualified.

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Student Name (Print)

Student UIN

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Student Signature

Date

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Baker College Representative Signature

Date

Printed: 2015/01/08

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Student Name (Print)

Student UIN

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Student Signature

Date

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Baker College Representative Signature

Date

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BAKER COLLEGE  
Program Information  
**Early Childhood Education**  
Associate of Applied Science Degree

***Campuses: Allen Park, Auburn Hills, Cadillac, Cass City, Clinton Township, Coldwater, Flint, Jackson, Muskegon, Owosso.***

### **Program Description**

This program prepares students for employment opportunities as a child care program director, a preschool teacher, a teacher assistant, or a family child care manager. Students learn to plan and organize age appropriate curricula and environments for infants, toddlers, preschool-age children, and school-age children in before and after school settings. This program examines current challenges that early childhood educators will face as they enter this contemporary profession. Characteristics, skills, knowledge, and experiences important in becoming a teacher of young children are presented to the student. Students are involved in several hours of fieldwork experience within various child care settings.

This program prepares the student for the Child Development Associate (CDA) assessment process, the national credential recognized by the Council for Professional Recognition. The CDA credential is an entry-level credential that provides a broad foundation in early childhood education. This program does NOT lead to elementary (K-12) certification.

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### **Accreditation Status**

Baker College has earned Accreditation from the National Association for the Education of Young Children (NAEYC), Commission on Early Childhood Associate Degree Accreditation, 1313 L. Street NW, Suite 500, Washington, DC 20005-4101; phone: (202) 232-8777, fax: (202) 350-8799; Web address: [www.naeyc.org](http://www.naeyc.org).

### **Essential Functions/Technical Requirements**

The Essential Functions and Technical Requirements specific to this program include:

- \* The student will be 18 years of age (or older) by the time they are placed in their first supervised field placement in their course of study.
- \* The student will demonstrate the ability to ensure health and safety of young children in care settings.
- \* The student will possess the physical capacity to engage in developmentally appropriate activities with young children in all early childhood settings.
- \* The student agrees to abide by established professional standards within the field of Early Childhood Education including, but not limited to, ethical behavior, confidentiality, and professionalism.
- \* The student will recognize and respond appropriately to children and families from diverse populations.

### **Program Requirements**

Each student enrolled in ECE classes will be expected to comply with the professional code of ethics as described by the National Association for the Education of Young Children (NAEYC). Each must demonstrate to the State of Michigan Department of Human Services, Office of Children and Adult Licensing that he/she is of good moral character as defined in the Good Moral Character Act (Public Act 381 of 1974, as amended).

### **Health Requirements**

Before participating in fieldwork, students must complete a physical, including a tuberculosis test (forms provided by Baker College).

**Fieldwork**

Fieldwork is an integral part of this program. Each student must successfully complete field experiences assigned by the campus placement coordinator or career services staff. Substantial travel may be required to complete the fieldwork.

***Course Requiring Fieldwork:***

ECE231 Guidance and Discipline: 20 hours.

ECE271B Early Childhood Education Practicum: 90 hours.

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