Early Childhood Assessment Program

Welcome! We're glad you're interested in getting credit for your Infant Toddler Training Intensive Lessons.

The steps to receive Metropolitan State University credits are simple, but each step is important and necessary to complete.

**Step 1: Fill out Part A of the Quick Start Registration Form.**

Complete Part A of the Quick Start Registration form. Print or write today's date, your name, address, telephone number, e-mail address and social security number (optional).

**Step 2: Fill out the Infant Toddler Training Intensive (ITTI) Form below**

Check the lessons you have completed from the modules listed.

**Step 3: Complete the written assignment*.**

Write a written report about the Infant Toddler Training Intensive (ITTI) lessons that you have completed. Then choose at least 1 subject from your lessons and locate at least 3 references (e.g., books, journals, internet articles) on that specific topic. Write a summary of what you have learned. Finally, explain how you would use the information you learned by participating in the ITTI training and through your readings to care for infants and toddlers.

The paper should be typed and double spaced. You must include information gained not only from your training, but also from 3 references (e.g. books, journals, internet articles). Write down the titles and authors of the references you use at the end of the paper. If you obtain articles from the internet include the web address. The length of the paper should be 5-10 pages.

*Alternative assessments are available upon request.

**Step 4: Make copies of your training certificates.**

**Step 5: Mail in the Quick Start Registration Form (do not send money) your assignment, and copies of your training certificates to:**

Charlotte Nitardy  
Early Childhood Assessment Coordinator  
700 East 7th St.  
St. Paul, MN 55106
What happens next?
Once we receive the Quick Start Registration form and your assignment, we will call you to confirm that we have received it and let you know how many credits you earned (1/2 credit up to 4 credits). Finally, we will ask you to complete one more form for registration purposes and tell you how much you need to pay. The cost will be only $25 per credit.

The number of college credits earned is based on a combination of the number of lessons completed and the successful completion of an assignment.

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\begin{align*}
\frac{1}{2} \text{ credit} & = 7 \text{ lessons completed} + \text{ assignment} \\
1 \text{ credit} & = 13 \text{ lessons completed} + \text{ assignment} \\
2 \text{ credits} & = 27 \text{ lessons completed} + \text{ assignment} \\
3 \text{ credits} & = 41 \text{ lessons completed} + \text{ assignment} \\
4 \text{ credits} & = 57 \text{ lessons completed} + \text{ assignment}
\end{align*}
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