

**The Council for Professional Recognition Announces a**

**CDA Renewal Amnesty Program**

July 27, 2017

Has your CDA expired?

The Council for Professional Recognition’s Renewal Amnesty Program allows anyone with a CDA® **credential expiration date as far back as January 1, 2007** to apply for renewal online. This amnesty opportunity provides a waiver of the CDA holder's expiration deadline.

This allows you to apply online using the Council’s [**YourCDA**](https://www.cdacouncil.org/yourcda) application instead of starting over and submitting a new initial application which costs $425.

All applications and payments must be submitted online by the Amnesty Program **expiration date of DECEMBER 29, 2017** with no exceptions or extensions.

**If you plan to renew your CDA® you must complete the following five requirements:**

1. Attend 45 hours of continuing education or training courses in the setting of your original credential (Training taken after the issue date, not older than 5 years)

* The trainings must be in early childhood education and/or child development for the ages of your credential **and focus on the work done directly with the children.**
* **Not all OCFS required training counts towards the required 45 hours of training.**
* They must be earned through an agency or organization with expertise in early childhood teacher preparation.
* The agency or organization must verify your education in the form of an official transcript, certificate, or letter.
* The Council for Professional Recognition does not accept training provided by individual consultants. This includes the director of your center.

1. Choose an early childhood education (ECE) professional to complete your recommendation
2. Achieve First Aid and Infant/Child (Pediatric) CPR certification
3. Work with young children in the setting of your original credential
4. Join or renew your membership in a national or local early childhood professional organization

All of the five items above should be completed before submitting your online CDA renewal application.

Important information

* Renewal Procedure Guides and Documents – Go to <https://www.cdacouncil.org/credentials/renew-cda>.
* **Go to https://www.cdacouncil.org/resources/register-for-webinars** to view a webinar on **"Registering for the YourCDA Online Renewal Application."**
* How to upload documents to YourCDA Renewal Portal – Go to https://www.youtube.com/watch?v=6o0Uu4R-aoY

**Additional** [**Renewal Amnesty Program**](http://www.cdacouncil.org/renewal-amnesty-program) **requirements:**

* All CDA® Renewal applications and required documentation must be submitted online (Paper applications are not permitted under the Amnesty Program).
* Renewal applicants must use the online YourCDA portal (create an online Renewal account).
* Amnesty renewal candidates must submit payment - $125 online renewal fee by December 29, 2017.
* All renewals submitted under the amnesty program must be complete and meet "all five renewal requirements (applications that do not meet the five renewal requirements will be rejected)

**IMPORTANT NOTICE:** All renewal requirements must be complete before creating an online renewal account. Note – even if you have a current online account, you must create a new renewal account. **Go to https://www.cdacouncil.org/resources/register-for-webinars** to view a webinar on **"Registering for the YourCDA Online Renewal Application."**

For additional information and a review of your training certificates, contact Idie Benjamin at 914-761-3456 ext. 108 or idieb@cccwny.org.