

ADMISSIONS INTERVIEW- CHILD CARE CENTER OPERATIONS

Sheridan Technical College (Main)
5400 Sheridan Street
Hollywood, FL 33021
Tel: 754.321.5400

Sheridan Technical College (West)
20251 Stirling Road
Pembroke Pines, FL 33332
Tel: 754.321.3900

STUDENT NAME: _____ COUNSELOR: Jessica Clark
Last First

STUDENT #: _____ PROGRAM: Child Care Center Operations

_____ I attended orientation and was provided a Student Catalog which outlines school policies/procedures.
Initial

_____ I understand if I choose to drop this course, I must appear in person within the first 5 days of the term and will be entitled to a full refund with the exception of the registration and Health Science fees.
Initial

_____ I understand program requirements, schedule, total approximate cost and available payment options.
Initial

_____ I understand notice of program acceptance can be in the form of mail, email, call and/or hand delivery. It is my responsibility to ensure STC has updated contact information.
Initial

_____ I understand course availability is on a first come first served basis; and the registration process is completed once payment is received.
Initial

_____ I understand school supplies such as books, uniforms, kits, and all other required supplies must be purchased prior to the first day of class.
Initial

_____ I have received instructions on how to access my Focus student account (grades, attendance, etc.).
Initial

_____ **Online/Blended Programs:** I understand that if taking an online/blended class I must have an updated computer with internet access along with appropriate software/supplies as stated in the Program Flyer. I must also be familiar with computer concepts such as basic keyboarding, setting up files, attaching files, cutting, pasting and saving information. Furthermore, I must follow a pacing chart/syllabus and will be withdrawn for inactivity if assignments are not submitted on time.
Initial

_____ I understand it is my responsibility to ensure I have met the following requirements for the Level 1 Florida Director's Credential after completing this course.
Initial

- 18 years of age
- High School Diploma or GED
- 45 hour Introductory Child Care Training (Part I, Part II and Early Literacy)
- Active Staff Credential
- 8 hour Special Needs Training
- *Overview of Child Care Management approved course

*(*Child Care Center Operations is included on the Department of Children and Families (DCF) list of approved "Overview of Child Care Management" courses)*

I certify that all information on this interview sheet is true and complete to the best of my knowledge. I understand that false or willful misrepresentation of facts: false records, tests, conferences, health reports, etc., may be grounds for withdrawal from the program. I accept full responsibility for any misrepresentation.

Student Signature

Date

Counselor/Advisor Signature

Date