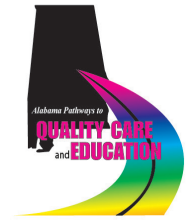


Alabama Pathways Professional Development Registry
**Family and Group Child Care Home
Profile Update Form**



At this time, only Enrollment Applications for individuals whose program is eligible to participate in Alabama Quality STARS will be processed and placed into the Alabama Pathways Professional Development Registry (PDR). If you have questions or need assistance with completing this application, contact us via e-mail at help@alabamapathways.org or by phone at (251)473-1060.

This form is NOT used to enroll in the Alabama Pathways Professional Development Registry. This form is used by existing PDR members to update information in an already active PDR Profile. If you are unsure of your PDR enrollment status, please contact us before submitting this form.

It is not necessary to complete all sections of this form. Please indicate below the type of information you are updating in your profile, then answer the fields in that section. Only questions in the section that you are updating need to be answered, with the exception of the Identifying Information section. **Fields marked with an asterisk (*) are required.**

All fields in the Identifying Information section must be completed. It will delay the processing of your application if these fields are not marked.

Send copies of supporting documentation with your Profile Update Form, if applicable. Supporting documentation is not always required by Alabama Quality STARS. **Refer to the Alabama Pathways PDR Enrollment and Documentation Requirements chart to determine what documentation is required at each STAR level.** Any documents sent with your Profile Update Form will be kept on file with Alabama Pathways PDR and will not be returned. **Please do not send original documents.** If additional information and/or documentation is needed, you will be notified.

If you have questions or need assistance with completing this Profile Update form, please contact us via e-mail at help@alabamapathways.org or by phone at (251)473-1060.

IDENTIFYING INFORMATION - ALL FIELDS ARE REQUIRED

*First Name _____ *Middle Name _____

*Last Name _____ *Maiden Name _____
Please write N/A if this does not apply to you.

*Date of Birth ____ / ____ / _____ *Last 5 Digits of SS# _____

*Business Name _____

*Personal E-mail Address: _____

*Primary Phone Number: _____

***What type of information are you updating in your PDR Profile? (Please check all that apply.)**

Contact Information (new address, phone number, etc.) Current Employment (new employer, etc.)

Formal Education (AELG Credential, CDA, etc.) Professional Development documentation

Other: _____

CONTACT INFORMATION - CHANGE OF ADDRESS, PHONE NUMBER AND/OR E-MAIL ADDRESS

Personal Mailing Address _____ (Street Address)

_____ (Address 2nd Line - Apt. #, etc.)

_____ (City) _____ (State) _____ (Zip Code)

County of Residence _____

Personal E-mail Address _____

This is the e-mail address that Alabama Pathways PDR will use to correspond with you.

Primary Phone _____

Provide the phone number that you want Alabama Pathways PDR to use should we need to contact you.

Cell Phone _____

Work Phone _____

EMPLOYMENT INFORMATION - CHANGE OF EMPLOYMENT AND/OR POSITION

Licensee Type: Family Child Care Home Group Child Care Home

Business Name: _____

Business' Physical Address: _____ (Street Address)

_____ (Address 2nd Line - Apt. #, etc.)

_____ (City) _____ (State) _____ (Zip Code)

Business' County _____ **Employment Start Date** ____ / ____ / ____

Are you a Part-Time Employee (less than 20 hours per week) or a Full-Time Employee?

Part Time Full Time

***Current Position:** Family Child Care Home Licensee Group Child Care Home Licensee

Group Child Care Home Assistant

Other: _____

Ages of children you are currently working with: *Mark all that apply.

Infants - Birth to 12 months Toddlers - 1 and 2 year olds

Preschoolers - 3 and 4 year olds School-Agers - 5 to 12 year olds N/A

FORMAL EDUCATION INFORMATION - SUPPORTING DOCUMENTATION IS REQUIRED.

Highest Level of Education: High School Diploma / GED College Certificate Associate's Degree
 Bachelor's Degree Education Specialist Degree Master's Degree Doctorate

Degree Name: *(Submit a copy of the credential along with this Enrollment Application for accurate Lattice Level placement.)*

Associate in Applied Science (AAS) Degree in Child Development Early Care and Education
 Early Childhood Education

Associate in Applied Technology (AAT) Degree in Child Development Early Care and Education
 Early Childhood Education

Associate in Arts (AA) Degree in Child Development Early Childhood Education
 Early Care and Education

Associate in Science (AS) Degree in Child Development Early Childhood Education
 Early Care and Education

Bachelor's Degree in Child Development Early Childhood Education Elementary Education

Education Specialist Degree in Child Development Early Childhood Education
 Elementary Education

Master's Degree in Child Development Early Childhood Education Elementary Education

Doctorate of Philosophy (Ph.D.) in Child Development Early Childhood Education
 Elementary Education

Doctorate of Education (Ph.D.) in Child Development Early Childhood Education
 Elementary Education

Degree Name if Not Listed Above: _____

Field of Study: Child Development Early Childhood Education Elementary Education

Early Care and Education

Other: _____

College / University: _____

Date Degree Awarded ____ / ____ / _____

Please indicate if you have either of the following credentials. (Submit a copy of the credential along with this Enrollment Application for accurate Lattice Level placement.)

Alabama Early Learning Guidelines Credential Child Development Associate (CDA) Credential

PROFESSIONAL DEVELOPMENT - SUPPORTING DOCUMENTATION IS REQUIRED.

Submit a copy of the professional development documentation (training certificates) along with this form.

If you answer “Yes” to any of the following questions, submit a copy of the training certificate along with this form.

Have you completed training on the Business Administration Scale (BAS) assessment tool? Yes No

Have you completed training on the FCCERS assessment tool? Yes No

Are you submitting training certificates for the past 2 years for Alabama Quality STARS? Yes No

Refer to the *Alabama Pathways PDR Enrollment and Documentation Requirements* chart to determine what documentation is required at each STAR level. This chart can be found on the Alabama Pathways PDR website - www.alabamapathways.org.

CONFIDENTIALITY AGREEMENT

I, the undersigned, have read and agree to all statements indicated in this application. I hereby agree that the information provided in this form is complete, accurate, and will be entered in the Alabama Pathways Professional Development Registry. I understand that I am responsible for information included in this form and agree to update my information with Alabama Pathways Professional Development Registry when applicable.

I understand that the information in my profile will be used for the following purposes:

1. Your information will be shared with Alabama Quality STARS and used for program STAR level determination.
2. Your information will be used by Alabama Pathways Professional Development Registry for Lattice Level placement determination, recognizing individual’s education attainments (such as attainment of a Child Development Associate or Bachelor’s degree).
3. Your information will be used to compile, analyze, and publish group data reports.

Data compiled from the Alabama Pathways Professional Development Registry may be released to aid community and state planning to increase the quality and services of the early care and education community. Your name will not be released to advertisers. Information that could affect the safety and security of an individual (i.e. social security numbers, birth dates and personal addresses) will not be released to any individual or agency other than the Alabama Department of Human Resources and Alabama Quality STARS.

*Signature _____ *Date _____

To submit this Profile Update Form, mail to:

**Alabama Pathways Professional Development Registry
3100 Cottage Hill Road
Building 4, Suite 400
Mobile, AL 36606**

For assistance completing this form, contact us at:

**Phone: 251-473-1060
E-Mail: help@alabamapathways.org**