

## What are my steps through the CDA Renewal Scholarship Project?

# CDA SCHOLARSHIP PROJECT - *Renewal*



## STEP 2: CDA RENEWAL TRAINING



- You will need 45 clock hours to complete the Renewal training requirements.. This can be completed in 3 different forms:
  - Training clock hours
  - 4.5 CEU's
  - One 3 credit hour college ECE class

### Important

All training will need to be completed within the 3 years that your original CDA was valid. They also need to be related to the CDA setting of your original CDA Credential.

- If you HAVE any of the acceptable training documents:
  - Upload them within two weeks of the initial phone call with your CDA Counselor.
  - Communicate with your CDA Scholarship Counselor when you have uploaded all your documents
  - Your documents will be reviewed within 3 weeks of being uploaded
  - Your CDA Scholarship Counselor will contact you with the audit results and with your next steps
- If you DO NOT HAVE any of the acceptable training documentation:
  - Communicate this with your CDA Scholarship Counselor to help find the best program for you.
- Available training program types include:
  - Online on Demand: training online to complete at your convenience
  - Online in Real Time: training online with a set time and instructor
  - Face-to-Face: attending training in person with an instructor and set time
- The scholarship will cover up to \$250 of the training cost.

**Be Proactive:** Be sure to notify your CDA Counselor when you have uploaded your training documents or reach out if your documents have not been reviewed within 3 weeks of uploading them.

For inquiries and concerns, please email  
[info@CDAScholarshipMO.org](mailto:info@CDAScholarshipMO.org)

