

What are my steps through the CDA Scholarship Project?

CDA SCHOLARSHIP PROJECT



STEP 3: CDA PROFESSIONAL PORTFOLIO

It's time to start your CDA Professional Portfolio!

- The scholarship project will purchase your CDA Competency book or reimburse the official cost of the book (as set by the CDA Council for Professional Recognition)
 - You will be asked to confirm your mailing address and CDA setting
- The CDA Competency book will be your official guide in completing your portfolio.
- Your CDA Scholarship Counselor will send you the following resource documents provided by the scholarship:
 - CDA portfolio guide
 - CDA portfolio tracker
- You will receive an email from a CDA Scholarship Counselor with basic information regarding the portfolio process. In that email a portfolio phone call will be scheduled to speak about the specifics of how to compile the portfolio.
- There is a 4-month portfolio completion deadline date set from when your book is received.
- See the TABLE OF CONTENTS in your CDA Competency Book, under the "Within Six Months Before You Apply" heading to find the beginning of the portfolio creation instructions.

If you have specific questions, please contact courtney@mochildcareaware.org or stephanie@mochildcareaware.org

Be Proactive: Once your portfolio is completed, go on the CDA Council for Professional Recognition's website (www.cdacouncil.org) and create an account. Locate your customer ID number in the profile section of your account and send it to your CDA Scholarship Specialist. We use your customer ID number to issue your application payment voucher.



For inquiries and concerns, please email
info@CDAScholarshipMO.org

