

## Program Requirements & Application Process

- **AAS degree (Requires THEA)**
- **Early Childhood/Child Development Technical Certificate-Level I (THEA WAIVED)**
- **Early Childhood /Child Development Administrative Certificate-Level I (THEA WAIVED)**

### Special Admission Requirements:

Completed application for admission to Wharton County Junior College.

Completed admission packet to the Early Childhood/Child Development Program.

Documentation must be provided and/or on file for the following within the first week of your first development course:

1. **A signed statement that you have read and agree to abide by the Texas minimum Standards for day care centers.**
2. **Criminal History Statement as required by the Texas Department of Protective & Regulatory Services** (This will be submitted for verification and may include a minimal fee to the student.) **The following types of criminal convictions permanently bar a student from child-care operations:**

*Felony convictions of an offense under The Texas Penal Code or any like offense under the law of another state or federal law:*

- *Title 4: Inchoate Offenses (Chapter 15 Preparatory Offenses 15.031)*
- *Title 5: Offenses Against the Person (Chapter 19, 20, 21, 22)*
- *Title 6: Offenses Against the Family (Chapter 25)*
- *Title 7: Offenses Against Property (Chapter 29)*
- *Title 8: Offenses Against Public Administration (Chapter 38)*
- *Title 9: Offenses Against Public Order and Decency (Chapter 42, 43 Subchapter A & B)*
- *Title 10: Offenses Against Public Health, Safety, and Morals (Chapter 46,49)*

*Offenses under the Health and Safety Code: Chapter 481. Texas Controlled Substance Act (Subchapter D. Offenses and Penalties)*

Deferred adjudication is treated the same as a conviction until the probation is successfully completed. Any types of central registry findings such as sustained findings of physical or sexual abuse also permanently bars the student from child-care operations. Students with other misdemeanor or felony indictments, convictions or complaints may not enroll in child development courses until the Texas Department of Protective and Regulatory Services completes an assessment of risk. This may take several months.

3. **Documentation of a negative TB skin test must be submitted each year while enrolled in program.**
4. **Confirmation that confidentiality and professional discretion will be observed at all times.**
5. **A signed statement verifying that you are aware that the college encourages you to obtain and/or maintain personal liability insurance while you are enrolled in the program.**

Program Application Files:



# Wharton County Junior College

911 Boling Highway • Wharton, Texas 77488 • (979) 532-4560

Application For Admission to Early Childhood/Child Development Program

Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Current Employer: \_\_\_\_\_

**Program Award You Are Seeking:**

- \_\_\_\_\_ AAS in Early Childhood/Child Development
- \_\_\_\_\_ Level I: Child Development Associate Certificate (THEA waived)
- \_\_\_\_\_ Level I: Early Childhood/Child Development Administrative Certificate (THEA waived)
- \_\_\_\_\_ Level I: Early Childhood/Child Development Technical Certificate (THEA waived)

**THE FOLLOWING ADMISSION CRITERIA MUST BE MET BEFORE ENROLLING IN EARLY CHILDHOOD EDUCATION CLASSES AND ON FILE WITHIN THE FIRST WEEK OF YOUR FIRST DEVELOPMENT EARLY CHILDHOOD EDUCATION COURSE:  
(general education classes may be taken prior to program admission):**

- A signed statement that you have read and agree to abide by the Texas Minimum Standards For Day Care Centers.

**Date Received in Office:** \_\_\_\_\_

- Criminal History Statement as required by the Texas Department of Protective & Regulatory Services (INSTRUCTIONS ENCLOSED WITH THIS ADMISSION PACKET)

**Date Received in Office:** \_\_\_\_\_

- Criminal History Check

**Date Received in Office:** \_\_\_\_\_

- Documentation of a negative TB skin test must be submitted each year while enrolled in program.

**Date Received in Office:** \_\_\_\_\_ **Date Entering Program:** \_\_\_\_\_

- Confirmation that confidentiality and professional discretion will be observed at all times.

**Date Received in Office:** \_\_\_\_\_

- A signed statement verifying that you are aware that the college encourages you to obtain and/or maintain personal liability insurance while you are enrolled in the program.

**Date Received in Office:** \_\_\_\_\_

**STUDENT SIGNATURE AFTER ALL ADMISSION**

**CRITERIA COMPLETED AND ON FILE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**DEPARTMENT HEAD OR DIVISION CHAIR:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Program Application Files:



*Confidentiality and Professional Discretion Statement*

I, \_\_\_\_\_, understand that while I am engaged in external learning experiences at the various external learning sites, or at any other time during my educational experiences in the Wharton County Junior College Early Childhood/Child Development Program, I might become aware of sensitive and/or confidential information concerning the children enrolled at the various external learning sites. I, \_\_\_\_\_, do agree to always keep any information confidential. I, \_\_\_\_\_, also agree to always use professional discretion while enrolled in the Early Childhood/Child Development Program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Program Application Files:

I, \_\_\_\_\_, voluntarily authorize the Texas Department of Public Safety to release all criminal history information on myself to the *Wharton County Junior College Division of Technology & Business, ( Early Childhood Education Department)* ATTENTION: *Patricia Rehak* at 911 E. Boling Highway, Wharton, TX 77488.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Program Application Files:



# Wharton County Junior College

## Early Childhood/Child Development Program Criminal History Statement

**Applicant Information:** (please print)      Social Security #: \_\_\_\_\_

Last Name, First Name & Middle Name \_\_\_\_\_

Date of Birth \_\_\_\_\_ TX D. L. Number: \_\_\_\_\_

Current Mailing Address: \_\_\_\_\_ City, State & Zip: \_\_\_\_\_

The following information is true and correct. I understand that any misrepresentation of facts will lead to my immediate expulsion from the Wharton County Junior College Early Childhood/Child Development Program.

*Please initial each of the following if the statement is true about you:*

\_\_\_\_\_ I have **never** been convicted of any of the following offenses:

- Title 4: Inchoate Offenses (Chapter 15 Preparatory Offenses 15.031)
- Title 5: Offenses Against the Person (Chapter 19, 20, 21, 22)
- Title 6: Offenses Against the Family (Chapter 25)
- Title 7: Offenses Against Property (Chapter 29)
- Title 8: Offenses Against Public Administration (Chapter 38)
- Title 9: Offenses Against Public Order and Decency (Chapter 42, 43 Subchapter A & B)
- Title 10: Offenses Against Public Health, Safety, and Morals (Chapter 46,49)

OR ANY

Offenses under the Health and Safety Code: Chapter 481. Texas Controlled Substance Act (Subchapter D. Offenses and Penalties)

\_\_\_\_\_ I have **never** been convicted of any like offense under the law of another state or federal law.

\_\_\_\_\_ I am not on any Deferred adjudication probation for any of the above offenses.

\_\_\_\_\_ I have never had any type of central registry finding such as sustained findings of physical or sexual abuse

\_\_\_\_\_ *I HAVE OTHER MISDEMEANORS OR FELONY INDICTMENTS, CONVICTIONS OR COMPLAINTS AND WILL NOT ENROLL IN A CHILD DEVELOPMENT COURSE UNTIL TEXAS DEPARTMENT OF PROTECTIVE AND REGULATORY SERVICES COMPLETES AN ASSESSMENT OF RISK AND I HAVE THIS ASSESSMENT ON FILE IN THE DEPARTMENT OR DIVISION OFFICE (this may take several months and must be initiated by me)*

Applicant's Signature \_\_\_\_\_

Date: \_\_\_\_\_

Witnessed Signature \_\_\_\_\_ Date: \_\_\_\_\_

Witness' Printed Name \_\_\_\_\_

Program Application Files:

**Important Information and Directions About Program Admission Criteria:**



## ***Wharton County Junior College***

911 Boling Highway • Wharton, Texas 77488 • (979) 532-4560

### **TEXAS MINIMUM STANDARDS FOR DAY CARE CENTERS:**

- You must obtain a current copy of the Texas Minimum Standards for Day Care Centers and read these standards carefully prior to signing the program admissions form. These standards may be obtained from the **Texas Department of Protective and Regulatory Services**.

### **CRIMINAL HISTORY:**

- You must complete an Early Childhood/Child Development **Criminal History Statement** (enclosed) prior to your Criminal History Check. The form for this check is included in this packet and must be on file in the Department/Division office before the criminal history check is completed.
- The **Criminal History Check Card** may be obtained from the Texas Department of Public Safety. You may complete it there or take it to an individual who **routinely** fingerprints as part of their job. If you do not you will be asked to complete another card prior to the check. **Once you have completed the card return it to the Department or Division office with a money order for \$15.00 made out to the Texas Department of Public Safety.** This may take 1-2 months to get back so you are encouraged to complete this portion of the application process early. Please refer to your catalog as to what offenses would bar you from program admission. Once this check is completed it will not be necessary to have another check, however, if you remain in the program for more than one year, you must update your criminal history statement.

### **TB TEST:**

- If you have **current** (within the last year) documentation of a **negative TB skin test** on file at your doctor's or clinic office you may have them make a copy of this information and submit it. However, each year you remain in the program you will need current verification of this. If you do not have this then you will need to make arrangements to have a test completed at your doctor's office or a local health clinic.

### **CONFIDENTIALITY AND PROFESSIONAL DISCRETION STATEMENT:**

- Enclosed is a copy of a **Confidentiality and Professional Discretion statement**. You must read this carefully and return it signed to the Department or Division office.

### **PERSONAL LIABILITY:**

- You are encouraged to secure **personal liability insurance** before beginning this program. There is a statement included in this packet that must be signed indicating that you are aware of this.

Program Application Files:



***Wharton County  
Junior College***

***Statement on Personal Liability***

I, \_\_\_\_\_, understand that the college encourages me to obtain personal liability insurance if I currently do not have any. This is not required, however, is strongly encouraged while working, observing or interacting at the external learning sites.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



***Wharton County  
Junior College***

***Texas Minimum Standards For Day Care Centers Statement***

I, \_\_\_\_\_, have obtained and read a current copy of the Texas Minimum Standards For Day Care Centers. I am aware of the guidelines I must follow while I am engaged in external learning experiences. I, \_\_\_\_\_, agree to adhere to these standards while engaging in external learning experiences.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date