

**PROGRAM ADMINISTRATORS are required to have different qualifications in different settings.**

The minimum **educational qualifications** for each setting are listed below.

Some settings also require other qualifications as well. See “Notes” and check with the agency that sets to requirements to see these additional requirements. Requirements may change and certain employers may require more than the minimum qualifications.

<b>Setting</b>	<b>Age of Children</b>	<b>Current minimum educational requirements</b>
School Readiness funded programs <sup>1</sup>	3 & 4-year olds	<ul style="list-style-type: none"> <li>• See licensed Child Day Care Center or public school requirements as applicable</li> </ul>
Department of Social Service Child Care Centers	Infants & toddlers, 3 & 4-year olds	<ul style="list-style-type: none"> <li>• See licensed Child Day Care as applicable</li> </ul>
Head Start Program	3 & 4-year olds	<ul style="list-style-type: none"> <li>• See licensed Child Day Care Center or public school requirements as applicable</li> </ul>
Early Head Start	Infants and toddlers	<ul style="list-style-type: none"> <li>• See licensed Child Day Care Center or public school requirements as applicable</li> </ul>
NAEYC Accredited Program	Birth through Kindergarten	<ul style="list-style-type: none"> <li>• Bachelor’s degree with at least 9 credits in administration, leadership or management and at least 24 credits in early childhood child development, elementary education or early childhood special education that addresses child development and learning from birth through kindergarten , OR meets a combination of relevant education and work experiences (Alternative Pathways to Achieve Education Qualification of a Program Administrator), OR documents that plan in place to meet the qualifications within five years.</li> </ul>
Licensed Child Day Care Centers <sup>2</sup>	Infants through school age	<ul style="list-style-type: none"> <li>• 3 credits in administration of early childhood programs</li> </ul>
Public Schools	3-year olds through 3 <sup>rd</sup> grade	<ul style="list-style-type: none"> <li>• Master’s degree plus additional coursework and an administrative endorsement</li> </ul>

<sup>1</sup> School Readiness is a program administered and funded by the Connecticut Department of Education. Programs may be in public schools or in community child care centers. See the [SDE](#) website for more information.

<sup>2</sup> Child day care centers are licensed by the Connecticut Department of Public Health (DPH). These are the requirements for the individual designated as the “director” in a child day care center. Directors hired after January 1, 2015 are required to have 3 credits in administration of early childhood programs. See the [DPH](#) website for more information ([http://www.ct.gov/dph/cwp/view.asp?a=3141&Q=387158&dphNav\\_GID=1823](http://www.ct.gov/dph/cwp/view.asp?a=3141&Q=387158&dphNav_GID=1823)) and page 10 [http://ct.gov/dph/lib/dph/daycare/pdf/Statutes\\_and\\_Regulations\\_Centers.pdf](http://ct.gov/dph/lib/dph/daycare/pdf/Statutes_and_Regulations_Centers.pdf))