

# Early Childhood Education Early Childhood Assistant Admissions Guide

Early Childhood Education & Early Childhood Assistant applicants are required to complete a background check and health forms due to the Field Placement course requirements.

The items below must be completed before you are admitted to the Early Childhood program.

ITEM	COMPLETED
<b>Apply to the Early Childhood Education or Assistant Program</b> Choose either the full OR part time option and location <a href="http://nwtc.edu/Apply">nwtc.edu/Apply</a>	<input type="checkbox"/>
<b>Submit Transcripts</b> Send high school AND college transcripts (if applicable) to <a href="mailto:transcripts@nwtc.edu">transcripts@nwtc.edu</a>	<input type="checkbox"/>
<b>Complete Assessment** (If Applicable)</b> The assessment may be waived if your high school or college GPA is 2.6 or higher; or if you have already taken the ACT or Accuplacer. It is important that all transcripts are sent (for review) to determine if the assessment is needed.**	<input type="checkbox"/>
<b>Complete Caregiver Background Check</b> Submit the <a href="#">Caregiver Background Check Form</a> A fee is charged for this service. Must be completed to be accepted.	<input type="checkbox"/>
<b>Create an iChildCare Portal Account</b> Visit <a href="https://dcf.wisconsin.gov/childcare/ichildcare/portalinfo">https://dcf.wisconsin.gov/childcare/ichildcare/portalinfo</a> to create your Childcare Account	<input type="checkbox"/>
<b>Complete Child Care Health Report</b> Download <a href="#">THIS FORM</a> and have your healthcare provider sign. Email completed form to <a href="mailto:Stacey.felton@nwtc.edu">Stacey.felton@nwtc.edu</a>	<input type="checkbox"/>
<b>Submit Functional Abilities Requirement</b> Complete the <a href="#">Functional Abilities Form</a> and submit online	<input type="checkbox"/>
<b>Complete the CPR course</b> You can also take CPR with AED in your community or online through the Red Cross or American Heart Association. Classes are offered in Green Bay, Marinette, Sturgeon Bay, Washington Island, Crivitz, Luxemburg, Oconto Falls, Shawano, and surrounding areas. <a href="#">FIND CLASSES AT NWTC.</a>	<input type="checkbox"/>

View your application checklist and progress anytime at [nwtc.edu/mynwtc](http://nwtc.edu/mynwtc)! Navigate to "Admissions" and select "Application Checklist". Need Help? Contact us at 920-498-5444 or [start@nwtc.edu](mailto:start@nwtc.edu)