Registration

Approval
Our 90 Hour Preschool Certification Course and the 45 Hour Infant/Toddler and School-Age Courses are approved by the Office of Child Care (PSO-150420), as well as all other workshops (CKO-152000). Core of Knowledge Certificates will be provided to trainees who fully complete the requirements of the class. First Aid and CPR classes are approved by OCC and the American Safety and Health Institute (ASHI). Maryland Model for School Readiness (MMSR) Courses are approved by Maryland Committee for Children (MCC) the Office of Child Care.

Registration
Please complete the registration form and send with your check/money order payable to:

Children’s Enrichment Enterprises Inc.
1312 Oak Hill Avenue
Hagerstown, MD 21742.

Registration are taken on a first come/first served basis. Please register early to secure a place in the class. If we need to cancel a class due to under enrollment, inclement weather, or other unforeseen circumstances, we will fully refund the registration fee. If the schools close or dismiss early due to inclement weather in the location where the trainings are held, our classes will be cancelled. 90 hour and 45 hour classes must be rescheduled.

Registration forms can also be found on-line at www.educatewithcare.com/ceeregistration

You may e-mail registrations to childrensenrichment@msn.com

On-Line CDA Courses
Initial CDA (120 Hrs); CDA Completer (45 hrs if you have completed a Maryland OCC approved 90-hour course; Renewal CDA (45 hrs).

Cancellation/Refund Policies
If you find that you cannot attend a workshop, you must call 240-420-5789 or 301-331-1672 (cell) to cancel at least 5 days before the workshop to receive a full refund. If you cancel between 5 days and 48 hours before the workshop, we will issue you a credit for another workshop having the same tuition. No refund will be given for cancellation less than 48 hours before the workshop.

Refunds for 90 Hour and 45 Hour Courses
If you submit a written cancellation of a 90 hour or 45 hour course before the second class session, you will receive a refund less a $50 non-refundable registration fee. No refund will be given after the second class session.

Professional behavior is expected of all trainees.

Location
Training will be held at Rehoboth Learning Center, 30 E. Salisbury Street, Williamsport, MD 21795 and The Learning Center (formerly Surrey Child Care Center), 535 Summit Avenue, Hagerstown, MD 21740. Directions and map are available on the website. Programs may be offered at your location for 10 or more trainees.

Children’s Enrichment Enterprises
1312 Oak Hill Avenue
Hagerstown, MD 21742

Phone: 240-420-5789
childrensenrichment@msn.com
www.educatewithcare.com/cee
Children’s Enrichment Enterprises, Inc. is a Non-Profit Corporation that was established in 1989. With the increased demands for training and professional development, the purposes have been recently expanded to include, “to develop and operate programs of professional development/educational opportunities for early childhood development/educational staff and support personnel and other interested parties.”

Children’s Enrichment Enterprises, Inc. is currently offering training opportunities to early childhood professionals in Maryland. Training will be offered at Rehoboth Learning Center located in Williamsport, MD or The Learning Center located in Hagerstown, MD. Workshops may be offered at your location for 10 or more trainees.

Charles W. Wainwright, President
Susan E. Mogard, Training Director

### About CEE

**Courses/Workshops**

**90 Hour Preschool Certification Course**
Date and Location TBA—Min. of 10 participants needed
Fee $550 (includes text)

**45 Hour Courses**

Infant/Toddler or School-Age Certification
Date and Location TBA—Min. of 10 participants needed
Fee $300 (includes text)

**9 Hour Pre-Service Communications Courses**
(Held at The Learning Center in Hagerstown, MD)
Saturday, July 19, 2008  8 AM -5 PM Fee $60
Saturday, August 2, 2008 8 AM-5 PM Fee $60

On-Line CDA Courses (2-Hour Workshops)
Visit www.educatewithcare.com/ceecdahome

Maryland Model for School Readiness Courses (MMSR)
Dates TBA—Min 20 participants needed.

First Aid Courses
(Held at The Learning Center in Hagerstown, MD)

**Initial First Aid Course**
Saturday, May 3, 2008  9 AM – 1 PM Fee $40

**First Aid Renewal Course**
Tuesday, May 6, 2008  6 -8:30 PM Fee $25

**First Aid Renewal Course**
Monday, June 16, 2008  6 -8:30 PM Fee $25

**First Aid Renewal Course**
Tuesday, July 8, 2008 6 -8:30 PM Fee $25

**First Aid Renewal Course**
Tuesday, August 5, 2008  6 -8:30 PM Fee $25

**CPR Courses**
(Held at The Learning Center in Hagerstown, MD)

**CPR Renewal Course**
Tuesday, May 20, 2008  6 -8:30 PM Fee $25

**Initial CPR Course**
Saturday, June 14, 2008  9 AM -1 PM Fee $40

**CPR Renewal Course**
Monday, June 23, 2008  6 -8:30 PM Fee $25

**CPR Renewal Course**
Tuesday, July 22, 2008  6 -8:30 PM Fee $25

**Initial CPR Course**
Saturday, August 9, 2008  9 AM- 1 PM Fee $40

**CPR Renewal Course**
Monday, August 18, 2008 6 -8:30 PM Fee $25

### Two-Hour Workshops

(Held at Rehoboth Learning Center in Williamsport, MD)

**May 2008**

**Observation: The Primary Tool in Assessment**
Tuesday, May 6, 2008  7 -9 PM
Professionalism, Fee $20.

**Infants Don’t Pretend, Do They? Seeds of Dramatic Play**
Tuesday, May 13, 2008  7 -9 PM
Child Development, Fee $20.

**June 2008**

**Instructive Discipline is Built on Understanding**
Tuesday, June 10, 2008  7-9 PM
Child Development, Fee $20.

**July 2008**

**Learning Materials for Children of All Abilities**
Tuesday, July 8, 2008  7 -9 PM
Special Needs, Fee $20.

**Learning Through Music**
Tuesday, July 22, 2008  7 -9 PM
Curriculum, Fee $20

**Maintaining A Hygienic Environment**
Tuesday, July 29, 2008  7 -9 PM
Health, Safety, Nutrition Fee $20

**August 2008**

**Making Families Welcome**
Tuesday, August 5, 2008  7 -9 PM
Community, Fee $20.

**Meaningful Work for Young Children**
Tuesday, August 12, 2008 7-9 PM
Professionalism Fee $20