

Gateways to Opportunity® Higher Education Entitled Route Credentials Supplement Application

For questions and additional information about Gateways Credentials and a list of Entitled Institutions please call 866.697.8278 or visit us at www.ilgateways.com.

Name: _____ Registry Member ID: _____

Address: _____

Phone Number: _____ Email Address: _____

Entitled Institution Attended: _____

Credential(s) applying for: *(please check all that apply)*

- ECE Credential and/or Infant Toddler Credential (\$65 fee)
- Illinois Director Credential (\$65 fee)

All Entitled Route Participants must submit:

- Information Update Form and Gateways to Opportunity Entitled Route Credentials Supplement Application.
- Credential Fees
 - If paying by credit card, visit the Gateways Registry website at registry.ilgateways.com.
 - All checks made payable to INCCRRA.
 - **Credential fees are non-refundable and non-transferrable.**
- Official transcripts from accredited college(s) or university(s).
 - If INCCRRA already has your official transcripts on file, you do not need to resend.
 - Official transcripts can be submitted electronically to transcripts@inccrra.org.

How did you first learn about the Gateways Credentials Program? *(check only one)*

- Center Director
- Local Child Care Resource & Referral
- Conference/Presentation
- Mailing
- Co-Worker
- Professional Development Advisor
- Provider Association
- Website/Social Networking
- College/Jump Start Presentation
- Other _____

APPLICANT SIGNATURE

I verify that I have read this paragraph and that all information provided is true and accurate. By signing below I understand that INCCRRA will use my signature as authorization to verify any information and documents I have submitted. I understand that the Illinois Department of Human Services may use my name and application information for research/evaluation purposes. I understand that any false or misleading statements or subsequent documentation may constitute grounds for denial or subsequent withdrawal of any Gateways to Opportunity Credential.

Applicant Signature: _____ Date: _____

Mail completed application to: INCCRRA/Applications • 1226 Towanda Plaza • Bloomington, IL 61701

Information Update Form

SECTION 1 - CONTACT / PERSONAL INFORMATION

The Information Update form is used to update your information. Please fill out the Information Update Form and the corresponding program supplement to participate in a Gateways program. For questions and additional information please call (866) 697-8278 or visit us at www.ilgateways.com.

First Name: _____ Middle Initial: _____

Last Name: _____

Has your name changed in the last 12 months? Yes No If yes, list previous name: _____

Person ID/Registry Member ID: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

County: _____ Home Phone: _____ Cell Phone: _____

E-mail Address: _____

Please contact me at my: Home Address/Phone Work Address/Phone (if completing section 2)

SECTION 2 – CURRENT EMPLOYMENT

Please complete this section only if you are currently in part-time or full-time paid employment in the fields of Early Care and Education, School-Age, Youth Development, or Early Childhood Family Support. **If this does not apply to you, please skip this section.**

Employer Business Name: _____

Work Site Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

County: _____

Work Phone: _____ Work Fax: _____

Type of Program: (check only one)

- | | |
|--|---|
| <input type="radio"/> Child Care Center | <input type="radio"/> School-Age/Youth Development Program Only |
| <input type="radio"/> Family Child Care Home | <input type="radio"/> Public or Private School |
| <input type="radio"/> Group Family Child Care Home | <input type="radio"/> Child Care Resource & Referral (CCR&R) |
| <input type="radio"/> Head Start | <input type="radio"/> Other _____ |

This program is: Licensed by Illinois Department of Children and Family Services* License-Exempt N/A

*If Licensed, License ID number: _____ Licensed Capacity: _____

Date Employment Began: (with this employer) _____

Current Position Title: _____ Position Code: _____

Current Position Start Date: _____ (refer to below)

Hours worked per week: _____ Weeks worked per year: _____

Position Codes (to be used above)	
Direct Services to Children	
1. Director and/or Administrator (one-site)	10. Group Family Child Care Provider
2. Assistant Director	11. Group Family Child Care Assistant
3. Director/Teacher	12. School-Age Child Care Teacher
4. Teacher	13. School-Age Child Care Assistant
5. Assistant Teacher	14. Youth Development Practitioner
6. Teacher Aide (Preschool for All)	15. Other Direct Service
7. Substitute/Floater	23. Home Visitors
8. Family Child Care Provider	24. Home Visitor Supervisor
9. Family Child Care Assistant	25. Family, Friend, or Neighbor Caregiver
Indirect Services	
16. Director/Administrator (multi-site)	20. Education/Curriculum Coordinator
17. CCR&R Staff	21. Consultant
18. Higher Education Faculty/Staff	22. Other Indirect Services
19. Trainer	

Ages of Children You Currently Work With (Family Child Care check all that apply, others check only one.)

- Infant (6 wks-14 months)
- Toddler (15-23 months)
- Twos (24-35 months)
- Preschool (3-5 years)
- School-Age (K-12 years)
- Youth (13-21 years)
- Not Applicable (N/A)

SECTION 3 – APPLICANT SIGNATURE

I verify that all information provided is true and accurate. I understand that INCCRRA or the Illinois Department of Human Services may use my information for research/evaluation purposes. For more information, please view the Privacy Policy at: www.ilgateways.com. I also understand that I will become a member of the Gateways to Opportunity Registry. I understand that periodically a **limited** amount of my Registry record information may be released to IDCFS, IDHS, OECD and/or my program administrator in order to verify compliance with State requirements and/or ExceleRate Illinois standards. This information would be related to my Registry membership being current; number of training hours completed; and/or status or completion of certain training, formal education or credentials as required by the State and/or ExceleRate.

Print Name: _____

Applicant Signature: _____ Date: _____

If applicant is under the age of 18, a parent or legal guardian signature is required below.

Print Name: _____

Parent/Legal Guardian: _____ Date: _____

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