

## Texas Trainer Registry Qualifications

The chart shows the minimum education, training, and demonstration requirements for each trainer level. Please note if you do not meet a minimum requirement on a trainer level, you will fall to a level where you do meet every minimum requirement.

| Trainer Levels                 | 3 Credit Hours of Adult Learning Theory or 15 Hours of Trainer Competencies | 3 Years of ECE Experience | Education Attainment | Education Concentration  | Training Hours Provided | Micro-Credentials and Badges  |
|--------------------------------|---|---------------------------|----------------------|--|-------------------------|---|
| <b>Level 1</b>                 | Required  | Required                  | High School Diploma  | 192 clock hours of training in Concentration or Specialization | 0-60 hrs                | <ul style="list-style-type: none"> <li>• 9 micro-credentialing badges (awarded after applying)</li> </ul>   |
| <b>Level 2</b>                 | Required  | Required                  | Associate Degree     | Professional Certification in Concentration or Specialization  | 61-300 hrs              | <ul style="list-style-type: none"> <li>• 9 micro-credentialing badges</li> <li>• Trainer CC1: Adult Learning Theory</li> </ul>  |
| <b>Level 3</b>                 | Required  | Required                  | Bachelor's Degree    | 12 credit hours or Degree in Concentration or Specialization   | 300+ hrs                | <ul style="list-style-type: none"> <li>• 9 micro-credentialing badges</li> <li>• Trainer CC1: Adult Learning Theory</li> <li>• Trainer CC4: Training Content Development</li> <li>• Trainer CC6: Characteristics of Effective Trainers</li> </ul>   |
| <b>Level 4</b>                 | Required  | Required                  | Bachelor's Degree    | 12 credit hours or Degree in Concentration or Specialization   | 300+ hrs                | <ul style="list-style-type: none"> <li>• 9 micro-credentialing badges</li> <li>• Trainer CC1: Adult Learning Theory</li> <li>• Trainer CC2: Training Delivery and Methodologies that Facilitate</li> <li>• Trainer CC3: Transfer of Learning Trainer</li> <li>• Trainer CC4: Training Content Development</li> <li>• Trainer CC5: Monitoring and Evaluating Training Effectiveness</li> <li>• Trainer CC6: Characteristics of Effective Trainers</li> </ul> |
| <b>Non-Registered Trainers</b> | Not Required  | Not Required              | N/A                  | N/A  | N/A                     | N/A   |



## Texas Trainer Registry Qualifications

### Application Information

To become a Texas Early Childhood Professional Development System (TECPDS) Registered Trainer, prospective applicants must meet certain requirements. The chart provides an easy overview of the minimal requirements for each level of trainer. It shows the minimum education, training, and demonstration requirements for each trainer level. Please note if you do not meet a minimum requirement on a trainer level, you will fall to a level where you do meet every minimum requirement

### Special Considerations

TECPDS also considers trainers who do not have an education related to early childhood or child development but have a degree or certification in an area of relevancy to the field and wish to provide training only in that area. Example: Applicants who have a certification or degree in Business Administration would only like to provide training in Core Competencies for Administrators that cover business practices, such as “Maintaining an Effective Organization.”

Beginning August 19, 2022, a trainer’s level will include a demonstration component. Trainers approved prior to this date will need to include the demonstration by their next renewal date if it comes after January 1, 2024.

### Renewing Applicants

The Texas Trainer Registry (TTR) will categorize trainers into 4 levels. Existing trainers in the TTR prior to this date will retain the aligned new level until it is time for renewal, after January 1, 2024. Example: Provisional Registered or Professional trainers will be considered at Level 1; Professional or Registered trainers will be considered at Level 2, and Master Professional or Master Registered trainers will be considered at Level 3. Level 4 trainers are a new category; which can be achieved after receiving all 6 Micro-Credentials for trainers.

Non-Registered trainers are not approved by TECPDS, but may access features designed for early childhood professionals who wish to use the [Certificate Generation Tool](#) to create standardized training certificates for their attendees. available to all users with a

TECPDS account and are available at no cost.

## Application Criteria

The items described below provide more detail of what each criterion entails.

### Adult Learning Theory/Core Competencies for Trainers

Applicants must have either a 3-hour college credit course in topics of Adult Learning Theory/Adult Education or 15 clock hours of training in Core Competencies for Trainers (Completed in the past 5 years). Topics may include:

- Training Delivery and Methodologies
- Transfer of Learning
- Training Content Development
- Monitoring and Evaluating Training Effectiveness
- Characteristics of Effective Trainers

*Please note that full-time faculty at a college or university may submit a Faculty Waiver. Please use the [TECPDS Help Center](#) for more information.*

### Years of Experience in the Early Childhood Education Field

Applicants must have 3 years' experience in the field of early childhood education.

### Educational Attainment and Educational Concentration

The revised system allows trainers of all educational backgrounds the opportunity to meet the registry requirements. Each level has a set of minimum educational requirements. It looks at both educational attainment, such as the highest level of education achieved, and educational concentration as described below:

- Education attainment ranging from high school diploma to advanced degrees
- 192 clock hours of training in concentration or specialization
- Professional certification in concentration or specialization (ex. CDA, CCP, CYC Entry Level, etc.)
- 12 credit hours in concentration or specialization
- Degree in concentration/specialization

For example, a trainer with an associate degree and a professional certification in concentration or specialization (ex. CDA) will be a Level 2 Trainer, but without the professional certification in concentration or specialization, they would remain at Level 1.

### Training Hours Provided

An applicant's trainer level is also dependent on the number of hours of training that they

have provided. The following describes the number of hours of training provided to reach each trainer level:

- Level 1: 0-60 hours
- Level 2: 61-300 hours
- Levels 3 & 4: 300+ hours

### Micro-Credential Badges

All TECPDS registered trainers will now participate in the [ECE Micro-Credential Program](#) for Trainers. Trainers will be given access to the micro-credential courses in CLI Engage. They will use these courses to upload submissions that demonstrate their skills. These submissions will be reviewed by CLI specialists, who will award badges for skills that the trainers demonstrate. This allows early childhood specialists to be transparent in which competencies they demonstrate.