

Pennsylvania School Age Credential Frequently Asked Questions (FAQ)

1. What is the *Pennsylvania School-Age Professional Credential*?

The *Pennsylvania School-Age Professional Credential* is a competency-based program modeled after the Child Development Associate (CDA). It provides individuals working in school-age programs the opportunity to examine their work in relation to the Pennsylvania School-Age Care Competency Standards.

2. Who administers the credential?

It is administered by the Pennsylvania Key.

3. What are the eligibility requirements?

Individuals interested in obtaining the credential must:

- Be working in a Department of Human Services certified facility working with school-age children (5-12 years-old);
- Have a minimum of a high school diploma or GED;
- Have completed a Professional Development Plan;
- Have worked at least 480 hours with school-age children in the past 5 years

4. What are the steps in the process?

- Download the credential packet from the Pennsylvania Key website or call 800-284-6031
- Begin taking coursework equivalent to 120 hours
- Form and work with a team consisting of an advisor and parent
- Complete coursework and documentation collection including observations, family questionnaires, Portfolio and Resource File
- Have an observational assessment, interview and review of documentation

5. Who is administering the course work?

To find out about who is administering the School-Age Professional Credential coursework in your area, contact your Early Learning Resource Center. You can find your ELRC at www.raiseyourstar.org.

6. How do I find out more about it?

Contact your ELRC at www.raiseyourstar.org or visit the PA Key website at www.pakeys.org/getting-started/early-learning-supports/school-age/school-age-credential/

7. How do I apply for the credential?

You apply for the credential by using the Assessment Visit Request form in the credential materials packet. This form is submitted with payment after you have completed your course work, and documentation collection.

8. How much is the assessment fee?

Individuals will be responsible for paying a \$60.00 non-refundable processing fee.

9. How is the credential recognized in Keystone STARS?

For individuals working in school-age programs the *Pennsylvania School-Age Professional Credential* is equivalent to the CDA.

10. How do I request credential materials and what are they?

Download the credential packet from the PA Keys website or contact the Pennsylvania Key at 800-284-6031.

When an individual requests a credential packet, they will receive all information needed for each member of their team. This includes the materials for the Candidate as well as the materials for the Advisor and Parent/ Community Representative. These materials include:

Candidate Materials	Advisor Materials	Parent/Community Representative materials
Assessment System and Competency Standards	Advisor Instructions	Parent/Community Representative Instructions
Competency Standards	Competency Standards	Competency Standard
Candidate Instructions	Observation Instrument (for Advisor/Assessor)	Parent/Community Representative Observation Instrument
Assessment Visit Request Form		

11. Will the credential course work articulate to college credit?

The Pennsylvania Key works to have the credential recognized by local colleges for articulation. The rigor of the credential requirements were written to appeal to the assessment requirements of colleges. The credential does articulate for credit at several colleges.

12. How does the Department of Human Services certification recognize the credential?

The School-Age regulatory language reads *“A Pennsylvania School-Age Professional Credential is equivalent to 9 credit hours from an accredited college or university in elementary education or child development and 1-year experience with children.*

13. Is there a self-study option for the credential?

The credential may be obtained through a self-study option. The individual wishing to obtain the credential in this manner will need to document 120 hours of course work covering the credential competencies. They will also need to complete all other documentation collection requirements and meet eligibility requirements.

14. How do I find an Advisor?

You should review the criteria and role of an advisor and select an advisor accordingly. You can also contact the Pennsylvania Key.

