



Child Development Course Exemption

The Ohio Department of Job & Family Services and the Ohio Department of Education have implemented the Step Up To Quality Professional Development Certificate (PD Certificate).

A requirement of the PD Certificate is the completion of two, free online courses: Ohio's Approach to Quality (2 hours) and Ohio's Overview of Child Development (3 hours). These courses are available on the Registry Training Search where professionals can search and register for the training.

All professionals must complete the Ohio's Approach to Quality course.

All professionals must complete the Ohio's Overview of Child Development course **unless** the professional meets the exemption status below:

- Completed a post-secondary level course in child development within the past six years
- A grade of C or higher or a Pass when taken Pass/Fail

To receive the exemption, professionals must upload their official college transcript, which includes the child development course, into their Registry profile.

- If the professional submitted their transcript to the Registry prior to April 4, 2016, they will need to upload the official transcript directly into their profile.
- If the professional submitted their transcript to the Registry after April 4, 2016, they will need to follow the below steps for their transcript to be reviewed for Child Development Exemption:
 1. Sign in to the profile
 2. Click on Education tab
 3. Click +Add Education
 4. Enter information – Type* – *No Degree – Child Development Exemption*
 5. Upload a PDF of the official transcript
 6. Save

Questions about the Child Development course exemption or verification of education transcripts can be sent to registry@occr.org