



Training Document Review Request

Professional's Name: _____

Professional's OPIN: _____

Current CPL Level and Points: _____

A professional can request a training document review if they meet one of the following criteria:

- Application for a CDA Credential which includes training submitted for review and potentially verified from the prior five years
- Employment at a Step Up To Quality rated program as an administrator, lead or assistant teacher and need to meet specific CPL
- ODJFS licensed program CPL 3 Administrator Qualification pathway

Review qualification: (please check one)

Applying for a CDA Credential

Anticipated date of CDA application: _____

Employment at a Step Up To Quality rated program as an administrator, lead or assistant teacher and need to meet specific CPL

Program Name: _____

Program License Number: _____

Role: _____

Date of Employment: _____

ODJFS licensed program CPL 3 Administrator Qualification pathway

Program Name: _____

Program License Number: _____

Date of Employment: _____

Please submit completed request form to registry@occrpa.org

For internal use only:

Date received: _____

Date reviewed: _____