Childcare is a growing concern for many. Single-parent families and households where both parents work are becoming more common, increasing the need for qualified childcare providers.

Sullivan University is dedicated to preparing educated childcare providers. In 1988, Sullivan began developing a quality Professional Nanny program, now recognized by the International Nanny Association. By 1992, an Associate of Science degree in Early Childhood Education was added to give students additional career options. Later, the program expanded virtually. All Professional Nanny program and Early Childhood Education degree courses are now offered online.

Sullivan University’s Early Childhood Education programs of study integrate the following competencies and best practices from credible and research based sources that include:

- Child Development Associate Training Areas
- International Nanny Association
- National Association for the Education of Young Children
- National Child Care Information Center

All of the courses overlap and cover more than one area as well as integrate children’s literature, assessment, current events in the career field and licensing regulations. Students put all of these theories into practice through hands-on learning. The Professional Nanny program requires 180 clock hours of externship, while the associates degree program requires an additional 120 clock hours.
Early Childhood Education Associate Degree

Graduates of the 18-month Early Childhood Education program will leave with:
- An Associate of Science degree in Early Childhood Education
- Professional Nanny Awards and Certificates
- Business plan and documents needed to start a child development center
- Kentucky Director’s Credential for Early Care and Education Professionals

They’ll know how to:
- Create handbooks for employees and parents
- Plan menus and schedules for infants and children
- Teach children in a child care or school environment
- Design an interactive bulletin board or learning center
- Assess an infant or toddler and a preschooler using the High Scope Child Observation Record tool

Professional Nanny Diploma

Graduates of the 12-month Professional Nanny diploma program earn:
- Professional Nanny Diploma
- CPR and First Aid Certification and Water Safety Training Certificate
- Skills from the “Happiest Baby on the Block” curriculum

They’ll know how to:
- Specialize in infant care techniques
- Model etiquette and manners
- Prepare nutritious meals and snacks in cooking labs
- Communicate effectively with parents and children
- Create learning opportunities focusing on the eight multiple intelligences
- Promote safety with CPR and First Aid certifications and Water Safety training
- Develop birthday party plans, vacation adventures and field trips within a community
- Recognize and plan learning opportunities for children from infancy through adolescence
Course Descriptions

Does not include General Education requirements for an Associate of Science degree

Children's Health & Safety Courses

ECE 123 Safety and Nutrition 4 Credit Hours
Class members will become certified in CPR and First Aid along with learning to identify and respond to various health and safety situations concerning children. The importance of proper nutrition will be stressed as well as practical implications in a cooking lab environment. Water safety instruction is also included.

ECE133 Health 4 Credit Hours
Class members will learn to identify and respond to various health situations concerning children. Preventive methods and wellness will be stressed.

Language, Intellectual, Physical, Social/Emotional Childhood Development Courses

ECE 114 Infant Care 4 Credit Hours
Class members will learn about the language, intellectual, physical and social/emotional development from birth through 18 months of age. Emphasis will be placed on awareness and understanding of developmental stages. Basic care techniques will be discussed and demonstrated. “Happiest Baby on the Block” techniques introduced from certified trainer.

ECE 124 The Growing Child I 4 Credit Hours
Class members will learn about the language, intellectual, physical and social/emotional development of children ages 18 months to six years. Theories of development will be introduced, discussed and evaluated. Practical implications of these theories for today’s children will be discussed. Children’s literature integrated into course curriculum.

ECE 144 The Growing Child II 4 Credit Hours
Class members will learn about the language, intellectual, physical and social/emotional development of children seven years of age through adolescence. Theories of development will be continued, discussed and critiqued. Practical implications of these theories for today’s youth will be discussed.

ECE 152 Creative Enrichment 4 Credit Hours
Class members will receive an overview of the many types of activities and age-appropriate enrichment opportunities for children birth through adolescence. Gardner’s Multiple Intelligences Theory will be used as a guide to plan and implement safe and developmentally appropriate educational experiences in the areas of literature, music, art, dramatic play, technology, language, sensory play, math, science and culturally diverse experiences.

ECE142 Community Enrichment 4 Credit Hours
Class members will get an overview of the many types of activities and enrichment opportunities our community has to offer. Field trips and outings will be taken often and practical ways to provide educational experiences for children will be discussed and planned. Attention is focused on locating enrichment activities from the community as well as from outside the state and country. Guidelines are given on how to travel with, and how to plan vacations for, children.

ECE201 Special Needs, Evaluation and Assessment 4 Credit Hours
Class members are introduced to assessment and evaluation, to make referrals of special needs students, including gifted and talented, learning and behavior disordered and physically impaired. The student will develop techniques to modify the learning environment, materials and equipment to meet the needs of the exceptional learner. Developmental appropriate practices in the area of early childhood education are discussed.

Planning & Fostering Positive Environments for Children Courses

ECE 104 Introduction to Child Care 4 Credit Hours
This course provides an overview of the expectations and responsibilities of being a professional nanny or child care worker. Professionalism, attitude, ethics, communication, stress and personal assessment are presented.

ECE 141 Externship III 2 Credit Hours/60 Total Clock Hours
Externship III will consist of 60 hours working with two or more children in a supervised home environment. One of the children must be 18 months of age or older. High Scope (COR) used in the home environment. Director Approval Required

ECE194 Child Care Professional Development 4 Credit Hours
This course is designed to assist students in how to obtain employment and how to become an effective employee. The student gains skills in interviewing techniques, resume writing, networking and communication. Emphasis is also placed on values, goals and business ethics as they apply to the child care career field.

ECE202 Child Care Administration I 4 Credit Hours
This course provides students with the knowledge to supervise a child care center. Students will study licensing requirements, certification, continued education issues, curriculum, legislation and student/teacher ratios.

ECE203 Child Care Administration II 4 Credit Hours
This course will provide students with the knowledge to own and operate a child care center by creating a business plan. Students will study licensing requirements, certification, continued education issues, legislation, policy manuals, marketing and student/teacher ratios.

ECE 131 Externship II 2 Credit Hours/60 Total Clock Hours
Externship II will consist of sixty hours working with an infant, birth through 18 months of age, in a supervised home environment. High Scope (COR) used in the home environment. Director Approval Required

ECE141 Externship III 2 Credit Hours/60 Total Clock Hours
Externship III will consist of 60 hours working with two or more children in a supervised home environment. One of the children must be 18 months of age or older. High Scope (COR) used in the home environment. Director Approval Required

Management & Professionalism Courses

ECE194 Child Care Professional Development 4 Credit Hours
This course is designed to assist students in how to obtain employment and how to become an effective employee. The student gains skills in interviewing techniques, resume writing, networking and communication. Emphasis is also placed on values, goals and business ethics as they apply to the child care career field.

ECE211 Externship IV 2 Credit Hours/60 Total Clock Hours
This course provides students with hands-on training shadowing a director of a licensed child care center. The student not only observes but assists with the day-to-day responsibilities. High Scope (COR) used in the child care environment. Director Approval Required

ACT101 Principles of Accounting 1 4 Credit Hours
This is the first course in accounting, stressing accounting procedures. The class covers rules of debit and credit for service companies, adjusting and closing procedures, cash and accounts receivable. A complete cycle problem for a service company is used for review.

Special Focus on Leadership in the Child Care Environment for the Following:

ECE211 Externship IV 2 Credit Hours/60 Total Clock Hours
This course provides students with hands-on training shadowing a director of a licensed child care center. The student not only observes but assists with the day-to-day responsibilities. High Scope (COR) used in the child care environment. Director Approval Required

ECE 212 Externship V 2 Credit Hours/60 Total Clock Hours
This course will provide students with continued hands-on training shadowing a director of a licensed child care center. The students gain practical experience assisting with daily responsibilities and procedures. High Scope (COR) used in the child care environment. Director Approval Required
Career Opportunities

PROFESSIONAL NANNY
A Day Nanny does not live with her employers. She has set hours during the day and goes to her own residence after work. The typical starting salary for a Day Nanny is approximately $500-$700 a week. Health insurance is not always a given but is negotiable with the employer and adds to the salary total.

A Live-in Nanny lives in the home, though she also has set hours. While starting salary is approximately $400 a week, the actual compensation is much higher because the employer provides room and board, paid health insurance and other amenities, sometimes including phone, car use, etc.

EARLY CHILDHOOD DEVELOPMENT
Positions as directors, assistant directors or lead teachers are available in private, public or corporate child development centers, with employment opportunities in Head Start, Early Head Start, Parent Educators and other areas. Graduates also have the capabilities to open their own child development center with their KY Director Credential.

JOB SEARCH ASSISTANCE
Our Professional Graduate & Alumni Placement Agency works one-on-one with graduates to set up interviews with families and other child care facilities, locally and nationwide, that fit their personalities and needs. Our lifetime nationwide employment services ensure our Professional Nannies and Associate degree graduates feel good about their jobs and if relocation is desired, will feel free to come back to Sullivan and use our placement services again.

Profile 1
GRADUATE: Age 21; Professional Nanny Diploma & Associate of Science Degree in Early Childhood Education
POSITION: Day Nanny
CHILDREN: Newborn
EMPLOYER: Mother & Father - Sales
LOCATION: Louisville, Kentucky
BENEFITS: Salaried, 2 weeks of vacation, with additional holiday & sick leave paid

Profile 2
GRADUATE: Age 20; Professional Nanny Diploma
POSITION: Live-in Nanny
CHILDREN: 3 Children; Ages 8, 6 & 2
EMPLOYER: Mother - President/Owner; Father - Physician
LOCATION: Prospect, Kentucky
BENEFITS: Salaried, private quarters, 2 week paid vacation, TV, phone, work-out area, car provided & private entrance

Profile 3
GRADUATE: Age 22; Professional Nanny Diploma & Associate of Science Degree in Early Childhood Education
POSITION: Infant Lead/Spanish Teacher
EMPLOYER: YUM! Brand — Bright Horizon Child Development
LOCATION: Louisville, Kentucky
BENEFITS: Salaried, health insurance, paid sick leave and vacation

Profile 4
GRADUATE: Age 24; Professional Nanny Diploma & Associate of Science Degree in Early Childhood Education
POSITION: Site Director
EMPLOYER: YMCA Childcare Enrichment Program
LOCATION: Louisville, Kentucky
BENEFITS: Salaried, health insurance, paid sick leave and vacation
Required Courses

Professional Nanny Diploma and Associate of Science in Early Childhood Education

PNP Diploma — Number of Academic Quarters normally needed to graduate is four (4) quarters (12 months) A.S. in ECE — Number of Academic Quarters normally needed to graduate is six (6) quarters (18 months)

Completion of programs in the above noted times requires students to pass a minimum of five (5) credit hour courses every quarter and externships beginning after the second quarter.

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Prerequisite(s)</th>
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<tbody>
<tr>
<td>COM214 Public Speaking</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>CSC118 Computer Applications I</td>
<td>4</td>
<td>CED100 or Bypass</td>
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<tr>
<td>ECE104 Introduction to Childcare</td>
<td>4</td>
<td></td>
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<tr>
<td>ECE114 Infant Care</td>
<td>4</td>
<td></td>
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<tr>
<td>ECE121 Externship I</td>
<td>2</td>
<td>Director Approval</td>
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<tr>
<td>ECE123 Safety &amp; Nutrition</td>
<td>4</td>
<td></td>
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<tr>
<td>ECE124 Growing Child I</td>
<td>4</td>
<td></td>
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<tr>
<td>ECE131 Externship II</td>
<td>2</td>
<td>ECE121 &amp; Director Approval</td>
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<tr>
<td>ECE133 Health</td>
<td>4</td>
<td></td>
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<tr>
<td>ECE141 Externship III</td>
<td>2</td>
<td>ECE121, 131 &amp; Director Approval</td>
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<tr>
<td>ECE142 Community Enrichment</td>
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<tr>
<td>ECE144 Growing Child II</td>
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<td></td>
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<tr>
<td>ECE152 Creative Enrichment</td>
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<tr>
<td>ECE164 Family Systems</td>
<td>4</td>
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<td>ECE194 Child Care Professional Development</td>
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<td>ENG101 Composition I</td>
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<td>ENG100</td>
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<td>FYE101 Information Literacy</td>
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<tr>
<td>GEO244 North American Geography</td>
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<td></td>
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<tr>
<td>MTH101 College Mathematics</td>
<td>4</td>
<td>MTH100</td>
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</tbody>
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Note: The Professional Nanny diploma will be awarded when the above courses are completed, CPR/First Aid Certifications are current, and the Water Safety Training completed with 70% or higher exam.

Admission Requirements

Applicants must:
- Have a high school diploma or equivalent on file
- Complete request for transcripts form
- Have experience working with children
- Submit 4 letters of recommendation (2 work and 2 character. Family members may not be used as references.)
- Have a current submitted negative TB Test or TB Risk Assessment form.
- Meet the minimum ECE requirement score on the Sullivan University Admissions/Placement Test
- Crime check must be completed, free from any felony convictions, violent offenses and in compliance with Kentucky’s Child Care Regulations
- Child Abuse and Neglect check completed and free of charges
- Agree to initial drug screening test and random periodic screenings throughout enrollment. After 2 positive screenings, students are removed from ECE program of study.
- Copy of signed positive guidance policy

The Director will be responsible for the final acceptance of any applicant based upon the above mentioned criteria and the Director’s assessment of the candidate for successfully completing the curriculum.

This program is five days per week and will require some afternoon, evening, and weekend involvement. It is required that the day students attend and complete Externship I, II, III, IV & V on all Fridays from 8 a.m. – 2 p.m. and that any hours missed must be made up prior to the quarter end. Online/Night students must adhere to the online course guidelines for externships. Transportation to and from all Externships is the sole responsibility of the student. PLUS Fridays are available to students but do not excuse make-up hours from all Externships.

Ready to get started?

Contact our Admissions Department at:

LOUISVILLE – MAIN CAMPUS
(502)456-6504 | (800)844-1354

LEXINGTON – BRANCH CAMPUS
(859)276-4357 | (800)467-6281

Or fill out the appropriate reply card attached, mail it in and we’ll get back to you promptly.