Family Child Care Homes
Pre-Licensing Workshop Schedule
January, February and March 2018

Cities	Dates	Days	Locations
Charlotte	1/23 **(Closed)**	Tuesday	Providence Preparatory School, Providence Bldg., 3031 Providence Rd
Hickory	1/30 **(Full)**	Tuesday	Partnership for Children, Early Childhood Resource Center, 738 4th St., Southwest
Rocky Mount	2/6 **(Closed)**	Tuesday	Down East Partnership for Children, 215 Lexington St.
Wilmington	2/20 **(Closed)**	Tuesday	University of Mount Olive at Wilmington, 1838 Sir Tyler Dr., Rm 136
Durham	2/27 **(Full)**	Tuesday	Child Care Services, 1201 South Briggs Ave., Suite 200
Winston-Salem	3/12 **(Full)**	Monday	Smart Start of Forsyth County, 7820 North Point Blvd., Suite 200
Fayetteville	3/13 **(Closed)**	Tuesday	Partnership for Children of Cumberland County, 351 Wagoner Dr., Suite 200, Multipurpose Room
Raleigh	3/28 **(Full)**	Wednesday	Wake County Smart Start, 4901 Waters Edge Dr., Room 204

WORKSHOP DESCRIPTION: This workshop will focus on child care in North Carolina. Participants will receive a comprehensive review of the North Carolina Child Care Requirements and obtain critical information helpful to potential child care home operators. This workshop will begin at 9:30 a.m. and end at approximately 3:30 p.m. Five (5) hours of training credit will be given for the training.

REGISTRATION INFORMATION: ***Pre-registration is required and **each person registering must submit the registration form at the bottom of this page**. **Attendance at the workshop is limited by the size of the facility**. Registrants will be notified (if registration is received seven (7) days in advance of workshop date) by e-mail (if available) or mail of their acceptance prior to the workshop date. If you have not received confirmation prior to the workshop, you will need to call and confirm that your registration has been processed. ***The deadline for registration is two (2) weeks prior to the workshop date**. ***These workshops are not designed for potential providers of child care centers**.

The fee for each person attending is $50.00. Persons who are unable to attend a workshop may receive (1) one free transfer registration for a future workshop within this quarter at no additional cost with three **(3) business days' prior notice of the initial workshop date.** **Registration fees are non-refundable.** You may send an email to **DCD.Prelicensing@dhhs.nc.gov** for general workshop registration information or to speak with the Pre-Licensing Coordinator, call **1-800-859-0829 (in state only) or 919-527-6335.** Return the registration form below along with payment (certified check, money order or business check) for the correct amount to: **Division of Child Development and Early Education, Prelicensing Workshop, 2201 Mail Service Center, Raleigh, NC 27699-2200**.
*** **Please note**: Workshops are planned on a quarterly basis but may not be held in these same locations each quarter. ***

NOTE: In case of inclement weather, please call 1-800-859-0829 (in state only) or 919-527-6335 for workshop cancellations.

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Registration Form for Family Child Care Home Pre-Licensing Workshop

Name (please print) _____

Address_____
STREET/APT. CITY ZIP COUNTY

Telephone Home (_____) _____ Work (_____) _____

Fax (_____) _____ E-mail _____

Workshop Location _____ Workshop Dates _____

Workshop Location (2nd choice) _____ Workshop Dates (2nd choice) _____

Please check type of payment enclosed: No personal or starter checks will be accepted.
☐Certified Check ☐Money Order ☐Business Check (payable to: **Division of Child Development and Early Education, Prelicensing Workshop, 2201 Mail Service Center, Raleigh, NC 27699-2200**. I understand and agree that the **Division of Child Development and Early Education** will not be held responsible for any liability, theft, or damage that might occur during this workshop.

AMOUNT ENCLOSED $_____ SIGNED _____ DATE _____