



**Early Childhood Scholarship Program  
Request for Financial Assistance**

The New York Early Child Professional Development Institute supports those wanting to enter the field of early childhood education and those looking to change positions and grow their careers within the field. The Institute works with CUNY’s School of Professional Studies to offer a 12-credit certificate that leads to the Child Development Associate (CDA) Credential for those entering the field, and a graduate-level course of study that leads to the New York State Children’s Program Administrator Credential (CPAC) for directors and teachers who want to become program directors.

The Institute offers financial assistance to help cover the cost of tuition and fees for undergraduate or graduate courses that lead to the CDA or CPAC. Financial assistance is need-based, and awards are determined based upon evaluation of the information provided in the application package. To be eligible for a financial aid award, you must reside in New York City, work in an early childhood program, maintain satisfactory academic progress and your student account must be in good standing. The scholarship may cover 50% to 100% of your tuition and fees for the semester.

If you are interested in applying for financial assistance, please complete the application on the reverse side of this page. Be sure to submit a copy of your most recent income tax return AND a copy of the two (2) most recent pay stubs for each earner in the household. CPAC students must also submit a letter from their Supervisor or Board of Directors (see attached letter, which should be given to your supervisor or Board of Directors). Incomplete applications will not be considered.

Applications can only be submitted by paper or fax (no email applications can be accepted).

<b>Submit via mail to:</b> NY Early Childhood PDI ATTN: Raedell Wallace 16 Court Street, 31 <sup>st</sup> Floor Brooklyn, NY 11241	<b>OR fax to:</b> ATTN: Raedell Wallace 718-254-7356	<b>OR hand deliver to:</b> Claudine Campanelli Higher Education Coordinator School of Professional Studies
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Students are invited to re-apply for financial assistance if they continue to take eligible coursework (CDA and CPAC courses).

Scholarship applications are due by the date shown below for the following semester or session.

Semester or Session	CDA	CPAC
Fall	July 15	July 15
Winter		December 1
Spring	December 21	December 21
Summer		April 1

For any questions regarding this application, please contact Claudine Campanelli, Higher Education Coordinator, at [Claudine.Campanelli@cuny.edu](mailto:Claudine.Campanelli@cuny.edu).



Application Date \_\_\_\_\_

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Personal Information

Form with fields: Name, Last 4 digits of SSN, Home Address, City, State, Zip Code, Phone Number, Email Address

Employment Information

Form with fields: Employer (if self-employed, indicate here), Current Job Title, Beginning Date of Employment, Program Type (Day care centers, indicate if ACS/UPK/Private, etc.)

Income Information

Form with fields: Current Annual Salary, Other Household Income, Number of Family Members in Your Household (only those that live in your household all year long), Which program are you applying for? CDA or CPAC, How many courses will you register for this semester? Include semester and year

Please submit this completed form with a copy of your most recent income tax return AND a copy of the two (2) most recent pay stubs for each earner in the household. Only applications that are complete will be considered.

For Office use only:

\_\_\_ Approved at: \_\_\_ 50% \_\_\_ 75% \_\_\_ 100%

\_\_\_ Not approved