



Hi, my name is Letha Ricks and I am the NC School Age Education Specialist for your region. As a School Age Education Specialist, I have the opportunity to provide a variety of training events to school age providers based on both their learning needs and interest. Some of the learning events available relate to brain development, program planning, discipline, inclusion, SACERS and BSAC. You may view training events in your area on the Southwestern CDC website at www.swcdcinc.org or your local CCR&R training calendar. Please feel free to contact your local Child Care Resource & Referral office or me if you need further information or assistance in registering.

Letha Ricks - SA Education Specialist ricks.letha@gmail.com or 252-670-4456



Southwestern
CHILD DEVELOPMENT
COMMISSION

Follow these easy steps to view the Learning Events Calendar

- ❖ Go to the Southwestern Child Development Commission website www.swcdcinc.org .
- ❖ Under the calendar on the left side of the web page, you will see Resource & Referral and the option to register online or by mail. If you go to the registration online link, you will see an interactive calendar to check available workshops in your area. When you locate your chosen workshop, click on the title and the training details will appear.

To Register Online

1. While on the page with the learning event details, scroll to the bottom of the page and click on Register Now. You will be asked to create a user name and password.
2. You will also be asked to give your contact information and some general provider information. Submit this information.
3. You are ready to choose a payment method. Submit the required information and you are registered for the training.

To Register By Mail

1. Return to the Resource & Referral option under the calendar on the main website and click on register by mail.
2. You will be asked to download and print a form. This form will ask for workshop details which were listed on the calendar link. You will also be asked to give your contact information, and some general provider information.
3. Mail the information sheet and payment (check or money order) to the address given.
4. The payment and form must be received at least seven days prior to the training.