



North Dakota Professional Development

Update Your Career Pathways Category

Please use this form if you have completed additional training or education and wish to have your Career Pathways category updated.

Be Sure to Include:

The following items are needed to update your file:

- This update form, fully completed

Include all that are applicable:

- A copy of your Growing Futures professional development training record. Print and submit the version that is sorted by Core Competencies.
- Photocopy of a valid CDA Credential received since your last application.
- Photocopy of a valid Aim4Excellence Directors Credential or other state-specific Directors Credential
- Official college transcripts (sent to the Registry office directly from the institution that awarded the credits) showing any additional EC/CD courses taken or degrees earned since your last application.
- Copies of any ECE licenses, teaching certificates or endorsements received since the date of your last application.
- Photocopies of certificates for attendance at any Accepted Out-of-State Event since your last application

Date: _____

Personal Information:

My Growing Futures contact information needs to be updated. YES NO

Provide your current information here:

Name _____

Address _____

Apt # _____

City, State, Zip _____

Home Phone _____

Email *(Please provide a personal email that has been registered in your name. The Registry will not accept a general company email address.)* _____

Last five numbers of social security _____

Birth Date _____

Current Career Pathways Category: A B C D E F G H I J

I am requesting a change to Career Pathways Category: A B C D E F G H I J

Employment Information:

My place of employment has changed since the date of my last application. YES NO

Provide your current employment information here:

Current Employer _____

Employer's Address _____

Employer's City, State, Zip _____

Employer's Phone _____

Current Career Position _____

Training and Education Information:

I am submitting the following for review and update of my Career Pathways Category:

_____ Updated Growing Futures professional development training history, sorted by Core Competencies and showing sufficient additional training hours and/or education to change your Pathways placement

_____ Photocopy of a valid CDA Credential received since your last application.

_____ Photocopy of a valid Aim4Excellence Directors Credential or other state-specific Directors Credential

_____ An official college transcript

Please indicate any previous names under which your transcript may have been issued (e.g. maiden name, former married name, name prior to legal name change, etc.):

_____ *Please identify the college or university sending your transcript:* _____

_____ Copies of any ECE licenses, teaching certificates or endorsements received since the date of your last application

_____ Photocopies of certificates for attendance at any Accepted Out-of-State Event since your last application

Thank you for updating!

Please send all applicable documentation with this form to:

Growing Futures Registry
PO Box 2279
Fargo, ND 58108

Do not fax this information. Your updated Certificate of Achievement will be mailed to your home address.