

## 2023-24 CDA Workgroup

Choose a workgroup time that fits your schedule. In the workgroup, the CDA process will be explained as well as how TECTA “fits” into that process. TECTA staff will assist those new to the CDA process as well as individuals currently working on their CDA Professional Portfolio. You must complete the TECTA Orientation before attending a workgroup. **Call the TECTA office today at 731- 288 -7477 to reserve your seat.**

### Office Hours Dedicated to CDA Assistance

The following dates have been set aside for individuals who require daytime hours (8:30a.m.-3:30p.m.) or one-on-one assistance to complete the CDA online application process or the professional portfolio.

November 29, 2023  
January 24, 2024  
March 27, 2024  
May 29, 2024  
July 31, 2024  
September 25, 2024

**You must call the office to reserve your seat.** Please provide a contact phone number in the event of a cancellation.

**Wednesday, October 25, 2023**

**Trenton, TN**

**6:00 p. m. – 8:00 p. m.**

**Wednesday, December 6, 2023**

**Covington, TN**

**6:00 p. m. - 8:00 p. m.**

**Wednesday, February 28, 2024**

**Savannah, TN**

**6:00 p. m. – 8:00 p. m.**

**Wednesday, April 24, 2024**

**Jackson, TN**

**6:00 p. m. – 8:00 p. m.**

**Wednesday, June 26, 2024**

**Dyersburg, TN**

**6:00 p. m. – 8:00 p. m.**

**Wednesday, August 28, 2024**

**Paris, TN**

**6:00 p. m. – 8:00 p. m.**

CDA applications through TECTA are processed with the Council of Professional Development. You should have your portion of the online application and your professional portfolio completed at least 30 days before the date that you wish to apply.

You **MUST** attend a TECTA orientation before you are eligible for any TECTA services.

You **MUST** attend a CDA workgroup to receive funding to apply for your credential.

For more information about the Child Development Associate (CDA) Credential contact The Council for Professional Development, Washington, D.C. [www.cdacouncil.org](http://www.cdacouncil.org) or call 1-800-424-4310.

*This project is funded by the Center of Excellence for Learning Sciences at Tennessee State University through a contract with the Tennessee Department of Human Services.*