



Louisiana Pathways -  
Scholarship Department  
1800 Warrington Place  
Shreveport, LA 71101  
(318) 677-3163  
(800) 245-8925

To: Child Care Professionals

From: Louisiana Pathways Scholarship Department

Re: Early Childhood Ancillary Certificate Program Scholarship for BESE-approved programs

Thank you for your interest regarding the Louisiana Pathways Early Childhood Ancillary Certificate Program Scholarship for BESE approved programs. Completing your training at a BESE-approved Early Childhood Ancillary Certificate Program is the first step towards providing quality care for Louisiana's children!

This scholarship will support the cost of tuition to attend training offered by a BESE-approved [Early Childhood Ancillary Certificate Program](#). It will be up to you to choose a program and complete the required registration.

Listed below are the minimum eligibility requirements for Early Childhood Ancillary Certificate Program Scholarships:

1. You must be enrolled and actively participating in the Louisiana Pathways Early Learning Center Career Development System.
2. Early Childhood Ancillary Certificate Program Scholarships are open to individuals working in Louisiana Type III licensed early learning centers.
3. Applicants / recipients must currently work part-time (at least 16 hours/week) or full-time in the early learning center as the lead teacher or assistant teacher\*.
4. Applicants/recipients may not already hold a degree or certificate that qualifies the individual for the Early Childhood Ancillary Certificate. Applicants should not have completed more than 80 hours of CDA preparatory training. More information on qualifying degrees can be found in the [Early Childhood Ancillary Certificate FAQ](#).

Type I and Type II licensed early learning centers and their employees are prohibited by law from directly or indirectly receiving any state or federal funds other than those received solely for the food and nutrition program and are therefore not eligible for Louisiana Pathways scholarship funds.

Scholarship payments will go directly to the sponsoring agency. We will notify you as soon as possible after a review of your application. If an award is granted, Louisiana Pathways will mail you an award letter which will include an award agreement that will need to be signed and submitted back to Louisiana Pathways.

Scholarship eligibility will be verified after each tuition interval throughout the duration of the training program. Eligible employment and satisfactory grades must be maintained in order for full payment to be made to the sponsoring agency on your behalf.

Once you meet the CDA requirements as stated by the Council for Professional Recognition, you may also apply for the Louisiana Pathways [CDA Credential Assessment Fee Scholarship](#).

Thank you for your commitment to high quality early child care in Louisiana. **For additional assistance, please contact the scholarship office at (318) 677-3163 or (800) 245-8925 or by email: [cowanj@nsula.edu](mailto:cowanj@nsula.edu)**

\* Early Childhood Ancillary Certificate Programs may submit a request in writing to Louisiana Pathways for consideration on behalf of individuals working within Type III center that do not meet the employment requirements above. Assistant teachers must have assurances from the director of their current Type III center that they will be considered as a lead teacher once credential is earned.



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Early Childhood Ancillary Certificate Program Scholarship

\*\*\*Please print all information clearly, preferably in blue ink:

Section I – Applicant Section (to be completed by scholarship applicant)

Name \_\_\_\_\_

Social Security # XXX - XX - \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

For Ancillary Program use only:
Name of program \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_ Parish \_\_\_\_\_

Phone # Home ( ) \_\_\_\_\_ Work ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

Email Address \_\_\_\_\_

Is this your first time applying for a Louisiana Pathways scholarship (of any kind)? Yes or No

Education Information:

What is the last school you attended?

Institution: \_\_\_\_\_
Name of School City State

What is your highest level of education?

- GED High School Diploma A.A. A.S. B.A. B.S.
M.A. M.S. Ph.D. Other: \_\_\_\_\_

If you have earned a college degree, what was your major? \_\_\_\_\_

Have you completed any early childhood college courses? \_\_\_\_\_ If yes, how many? \_\_\_\_\_

The information on this application is accurate to the best of my knowledge. I give consent for the program I have chosen to share my personally identifiable information including but not limited to my schedule, fees, and my grades with Pathways Scholarship staff in order to determine eligibility for scholarships.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

**Section II – Employer Section (to be completed by employer, applicant cannot verify their own employment)**

**Current Employment Verification:**

Name of Employee: \_\_\_\_\_

Center Name: \_\_\_\_\_

License # \_\_\_\_\_ License Type: I, II, III (please circle)

Physical Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

**Type of Early Learning Program:**

- Family Child Care Home
- Early Learning Center
- Early Head Start
- Head Start
- Other (explain): \_\_\_\_\_

**Start date of employment:** \_\_\_\_\_

Enter the number of **current hours per week** spent in each job area(s) (not to exceed 40 hours):

\_\_\_\_\_ Director      \_\_\_\_\_ Assistant Director  
\_\_\_\_\_ Lead Teacher      \_\_\_\_\_ Assistant Teacher  
\_\_\_\_\_ Other \_\_\_\_\_

***I certify that the above information is true and correct, and I recommend and support this applicant's desire to attend their chosen Early Childhood Ancillary Certificate Program.***

\_\_\_\_\_  
Print Employer/Director's Name

Contact phone \_\_\_\_\_

Email address \_\_\_\_\_

\_\_\_\_\_  
Employer/Director's Signature

\_\_\_\_\_  
Date

**Once completed, give this form to the Early Childhood Ancillary Teaching Certificate Program representative. They will forward your information to Louisiana Pathways along with your proof of registration, schedule, and tuition information.**