

Application Process

Applications will be accepted year-round. Please submit documentation relevant to the training or trainer status for which you are applying to First 5 California (F5CA) at:

caresplus@ccfc.ca.gov

or mail to

**First 5 California
2389 Gateway Oaks Drive, Suite 260
Sacramento, CA 95833**

A separate request must be submitted for every **training** and/or **trainer** not already listed on the approved Component A training list at <http://www.cde.ca.gov/sp/cd/re/compatraining.asp>

F5CA will review and approve applications for new Component A training. F5CA will forward applications for new trainers on existing CDE/EESD-approved trainings to CDE/EESD for approval.

Please allow four to six weeks for approval. If necessary, additional information may be requested prior to making a final determination.

Application Process for New Component A Training

Submit the following training application materials

1. Form 1. About the Applicant
 - a. Trainer qualifications (for individuals or organizations as applicants as indicated on Form 1)
 - b. Training syllabus
2. Form 2. Application for Training Approval, sections I, II, and III

Application Process for New Component A Trainers (On Existing, Approved Training)

Submit the following training application materials:

1. Form 1. About the Applicant
 - a. Trainer qualifications (for individuals or organizations as applicants as indicated on Form 1)
 - b. Written approval from the tool's author or training certification
2. Form 2. Application for Training Approval, section I only