



How Do I know if a Training is approved?

Check the Growing Futures Online Calendar

Don't waste your time and money taking training that is not approved! Why? Because only approved training can be applied toward the renewal of your child care license and to placement on the Growing Futures Career Pathways. Always check the Registry's online training calendar before registering for a training class to be sure its Registry approved. All approved training is listed on

the Registry calendar – if the training is on the calendar, you can be confident it is approved.

Be a Smart Training Consumer!

There are many organizations and entities that offer training to the early childhood community. Some of these organizations send flyers and brochures advertising upcoming training events or offering independent study training (correspondence courses, internet courses, and so on). Often the advertisement says that the training is approved for hours in most states. Do not assume that the courses are approved by the Growing Futures Registry. Any training provider that wishes to provide training for the early childhood workforce in North Dakota must submit EVERY training course to the Registry for approval prior to offering the training. Even if the organization has submitted some of its courses, that does not mean that all of their courses are approved. Check the Registry online calendar. If the specific training class is not listed there, it has not been approved and will not be accepted for license renewal. And always ask the training provider for the unique Growing Futures Training Approval code# for the course. That is your “seal of approval” to know the training will count for license renewal.

Know What to Expect

At every training event you attend, you will need to provide your Registry ID# in order to get credit for attending. You don't have to be a member of the Registry to have a Registry ID#. In fact if you've ever taken approved training, you already have an account and an ID#. Know it and use it!

At an approved training event, pay attention. Check to make sure the Training Approval code# is on the attendance sheet. At the end of the event, you may receive a Certificate of Completion – check to make sure it has a Training Approval code# clearly printed on it. Some training organization are no longer handing out certificates but it is their responsibility to make sure the training hours are credited to your Growing Futures account within 7 business days after the close of the event. Check your Growing Futures Learning record to be sure the training was credited to your account and call the organization that provided the training as soon as possible if you don't see the event listed on your record. If the training does not appear on your account, you will not be able to count the training hours toward your child care license renewal. Do your research before you register for and attend training. Check the Registry's online training calendar. Any approved training that is open to the public is listed on the calendar and that is your assurance that the training is legitimate.

If You Are in Doubt...

It's better to be safe than sorry. If you are not sure about the approval status of a particular training event, don't hesitate to call the Registry office for more information. We'll be happy to double check the training information for you. Just call 1-800-997-8516 or email us at registry@ndgrowingfutures.org.