



THE UNIVERSITY OF
NEW MEXICO

Early Childhood Services Center

Date: August 20, 2019
To: Professionals interested in becoming an Entry Level 45 Hour Facilitator
From: Judy Ramirez
Re: Upcoming 45 Hour Facilitator Workshop

You have expressed an interest in becoming an approved Facilitator of the 45-Hour Entry Level Course. This letter explains the process you will need to follow to become an approved Facilitator of the 45-Hour Entry Level Course. Please complete the following requirements in this order:

- Apply to the New Mexico Trainer Registry and be approved as a Level 1 or Level 2 Master Trainer. A Level 1 Trainer must have an Associate degree in Early Childhood Education or a related field. A Level 2 Trainer must have a Bachelor's degree or higher in Early Childhood Education or a related field. You can view the criteria and apply online to the Trainer Registry at the following link: <https://www.newmexicokids.org/caregivers-and-educators/training-education-certification/becoming-an-nm-trainer/>
- Please contact Judy Ramirez at 505-250-6725 or jramire1@unm.edu if you have questions about the process for applying to the New Mexico Trainer Registry.
- Once you have been approved, complete the attached 45-Hour Entry Level Course Facilitator Application/Registration form and submit it to Judy Ramirez at jramire1@unm.edu.
- You will be notified when your approval and registration has been complete.
- For approved participants, the training will be held on Wednesday, 9/18/2019 in Albuquerque, New Mexico at the UNM Continuing Education, North Building, Room 123 located at 1634 University Blvd NE. The training will begin at 9:00 AM and end at approximately 4:00 PM.

We look forward to seeing you at the training. If you have questions or need additional information please contact me at jramire1@unm.edu.

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Children Youth & Families Department

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