



The NECPA Commission Inc.
P.O. Box 2948 • Merrifield, VA 22116 • www.necpa.net
1.855.706.3272 phone

CCP Experience Documentation Form

All Candidates must provide written documentation of 720 hours of child care experiences serving children between the ages of birth through 8 years. The 720 hours of experience must occur within the last 5 years and in a licensed, center based early childhood program. Include documentation showing 720 hours of experience with these completed forms. Questions, please call 1.855.706.3272.

First Name:

Last Name:

Experience

Hours documented by a letter from the Director of the program in which you are currently employed:

Dates of employment:

Hours employed (per week):

Total Hours:

Signature:

Hours documented by a letter from the Director of the program in which you were previously employed:

Program Name #1:

Dates of employment:

Hours employed (per week):

Total Hours:

Program Name #2:

Dates of employment:

Hours employed (per week):

Total Hours:

Program Name #3:

Dates of employment:

Hours employed (per week):

Total Hours:

Volunteer Experience

Information from resume showing dates and hours of volunteer time in early childhood programs:

Program Name #1:

Volunteer Dates:

Volunteer Hours (per week):

Total Volunteer Hours:

Program Name #2:

Volunteer Dates:

Volunteer Hours (per week):

Total Volunteer Hours:

Program Name #3:

Volunteer Dates:

Volunteer Hours (per week):

Total Volunteer Hours:

Additional Experience

Please use the space below to describe and document any additional experience that has not yet been documented:

Total Volunteer Hours:

Experience Summation

Please add all experience documented on this form and provide a final total number of hours of experience.

Total Number of Hours of Experience: