Course Overview
The Fundamentals Certificate in Early Childhood Care and Education programme by Asian International College is specially designed to enable a childcare assistant to play a valuable role in supporting the childcare teacher in classroom management and supervision of children aged 0-8 years.

Learning Outcomes
At the end of the course, students will be able to:
• Acquire knowledge and skills in the growth and development of the child
• Meet and respond to the basic needs of children
• Plan and deliver quality programmes and experiences for young children
• Provide a stimulating and safe environment for young children
• Demonstrate understanding of the roles and responsibilities as a caregiver

Duration
The course comprises 6 modules and is conducted over 4 months on a part-time basis. Students are required to complete 120 classroom hours and 60 practicum hours.

Award
Students who successfully complete all modules will be awarded the Fundamentals Certificate in Early Childhood Care and Education by Asian International College.

Funding
Government funding schemes will be available for all Singaporean and PRs. Please approach our friendly Recruitment Officers for assistance.

Vivien Yip (Class of 2009)
“The Fundamentals Certificate gave me a good overview of Early Childhood Education. The faculty were knowledgeable and patient. They were even able to make the ‘dry lesson’ on early childhood theories come alive!”
Module Synopses

**Child Development and Guidance**
- Basic understanding of children’s developmental stages (0 - 8 years)
- Strategies for good practices in managing children’s behaviour

**Creative Approaches to Caring and Learning**
- Basic understanding of the importance of play in young children’s development
- Considering appropriate toys and play equipment for young children
- Basic understanding of infant/toddler curriculum (0-3 years)
- Basic understanding of young children’s curriculum (4-8 years)
- Preparing and setting up the learning environment

**Safety, Health and Nutrition**
- Basic understanding of infants'/toddlers' and young children’s health and safety needs
- Basic understanding of challenging issues in routine care activities
- Basic understanding of infants/toddlers and young children’s nutritional requirements
- Child abuse and neglect
- Managing emergencies
- Basic understanding of First Aid measures
- Types of common childhood illnesses and infection control methods
- Managing the personal health of the caregiver

**Professional Development**
- Basic awareness of the Code of Ethics and the Convention of the Rights of the Child
- Role and responsibilities of the child care assistant in a centre
- Effective communication and interpersonal skills with adults and children

**Working with Families**
- Families and child development

**Supervised Teaching Practice**
- Pre-practicum preparation
- Field experience
- Supervised practicum
- Post practicum – summary of experience

**Delivery and Assessment**
Modules are delivered via face-to-face (F2F) and programme are conducted through lectures, small-group discussions, workshops, demonstrations, role-plays, field trips and project work.

**Entry Requirements**
Minimum Secondary 2 level education

**Admission Procedure**
Registration forms can be downloaded from www.aic.edu.sg. Completed forms with certified true copies of academic certificates, transcripts (translated into English for foreign certificates) and other relevant documents should be mailed or handed in before the closing date.

All cheques must be made payable to “Asian International College Pte Ltd”. For company sponsored applicants, payment must be made by company cheques.

Successful applicants will be notified in writing. Further details including payment procedures are available on the website.

**Withdrawal, Transfer and Refund Policy**
Under the guidelines of the Council for Private Education, Singapore, AIC is required to disclose information on withdrawals, transfers and refunds. Please refer to the following for more details:

http://www.aic.edu.sg/current-students/refund-withdrawal-policy