



NCSA APPLICATION For Education Providers

Date

Name of Agency/School

Owner/Manager Phone #

Person Responsible Phone #

Address City State Zip

Email Address Website

Type of Business/School Explain what you do or who you are:

Years of experience in the Newborn Care Field

I have an approved course that I will be teaching that is NOT the NCSA course.

Upon the approval of my curriculum I agree to:

1. The copying the NCSA manual, test or any materials is prohibited without the express written permission of the NCSA. If materials are desired they must be ordered through the NCSA.
2. This is a 2 year agreement applicable from the the date of curriculum approval.
3. I promise to uphold the code of ethics of the NCSA.
4. Student Certification requirements must be submitted to the NCSA for Certification.
5. Student roster forms must be submitted to the NCSA within 14 days of class completion.
I will supply each student with a completion certificate to be submitted by the student to the NCSA for certification.

Please check the applicable boxes:

This section is for the submittal of your outline or actual course for approval. Please check the one that applies to you:

(I am submitting a **course outline prior** to submitting my curriculum/course for pre-approval. This fee (\$50) is non-refundable but can be used as a credit toward the curriculum approval process fee (\$200) at a later date. (optional)

or

(I have enclose my curriculum/course in the form of a (CD/DVD (manual (hard copy only) to be reviewed by the NCSA Education division. (optional) I have submitted my payment of \$200 for the review of my curriculum. You may go on to the NCSA website to pay with Amazon or send in a money order to the NCSA payable to Bella Foundation P.O. Box 56263 Phoenix, AZ 85079 (optional)

Please check the following boxes as your acknowledgment of this agreement.

(I understand that that up to 2 revisions of my curriculum can be made by me to meet the NCSA standards at no charge. There may be additional charges if revisions need to be made after the initial first 2 revisions. (required)

(I understand that the the \$200 payment for the review of my curriculum is a non-refundable payment. I also understand I will be given 2 free chances to revise my curriculum to meet the NCSA standards. Please see the NCSA website for curriculum standards. (required)

(I understand the review of my curriculum may take 14 – 30 days (after the receipt of the curriculum to the NCSA) to complete and I am free to call my sponsor for an update on the status anytime after the initial 14 days period (required)

(I understand a NCSA sponsor will call me within 48 hours of the receipt of my curriculum to introduce herself and give me her contact information. (required)

I VERIFY THAT ALL THE INFORMATION I HAVE GIVEN ON THIS APPLICATION TO BE TRUE Under the federal Electronic Signatures in Global and National Commerce Act, “digital contracts” that consumers agree to online have the same legal status as pen-and-paper contracts.

Full Name

Today's Date

Agency/School Name if applicable

Please email this copy to contact@ncsainfo.com or

Mail to: P.O. Box 56263 Phoenix, Arizona 85079 Phone: 623-239-1706 Website: www.ncsainfo.com