

## WECAN Full Membership Application Instructions 2019-20

for Waldorf Early Childhood Teacher Education Programs and Institutes

1. Read the *Membership Handbook for Early Childhood Teacher Education Programs and Institutes* and review the WECAN Shared Principles for Waldorf Early Childhood Teacher Education.
2. Complete the Application Form. Send it using one of the following options:
  - In the mail to the WECAN Office, 285 Hungry Hollow Rd., Spring Valley, NY 10977. Please include a check with your application fee of \$100 payable to WECAN.
  - Electronically to the Membership Coordinator at [membership@waldorfearlychildhood.org](mailto:membership@waldorfearlychildhood.org). Pay the \$100 application fee via credit card by calling Melissa Lyons at the WECAN Office at 845-352-1690 and providing your credit card information or by PayPal with [info@waldorfearlychildhood.org](mailto:info@waldorfearlychildhood.org) as the recipient.
3. Complete the Self-Study and submit it electronically to the WECAN Teacher Education Coordinator. Keep a copy of the Self-Study in your files for use in renewing your membership.
4. Read the Site Visit Guidelines for Full Membership.
5. Arrange for a Site Visit with the WECAN Teacher Education Coordinator.
6. Prior to the visit, WECAN will forward the completed Self-Study and the Site Visit Report Form electronically to the site visitor(s).
7. Complete the Site Visit. Remind the site visitor(s) to submit the completed Site Visit Report to you within 30 days of the visit.
8. After reviewing the completed Site Visit Report for accuracy, send any comments or questions to the site visitor. The site visitor will forward the final copy of the Site Visit Report to you and to the WECAN Teacher Education Coordinator. Remember to keep a copy of the final Site Visit Report in your files for use in renewing your membership.
9. If accepted as a Full Member: One year after the site visit, complete the One Year Follow-up Report and submit it electronically to the WECAN Teacher Education Coordinator, as instructed on the form. Keep a copy of the report in your files for use in your next renewal.

Upon receipt of your Site Visit Report (step 8 above), the WECAN Early Childhood Teacher Education Committee will review your application and the Teacher Education Coordinator will contact you.

If you have any questions, please contact Ruth Ker, WECAN Teacher Education Coordinator, at [teachered@waldorfearlychildhood.org](mailto:teachered@waldorfearlychildhood.org).