

CLASS & ECERS-R Training: Enrollment Process

Protraxx Enrollment

Enrollment opens on Protraxx on a business day, **one month** before the training date. For example, our January 9 CLASS training will open for enrollment on Protraxx on Monday, December 10th. Teachers/Leaders will not see the training appear on Protraxx before this date and it will close once it has reached maximum capacity. **Tip!** Set a calendar alert for the day enrollment opens and you might have a better chance at getting a spot. Please let us know in advance if you need accommodations (hard of hearing, vision, etc.) or have a severe food allergy. Each of our trainings can accommodate for 30-45 attendees.

Waitlist Enrollment

Once the training is at capacity, it closes and disappears from Protraxx and the Waitlist enrollment opens. Waitlists are limited to 20 spots and are monitored on a rolling basis, up to one week before the training date. If no one drops out/withdraws from the training, we will not be able to offer any spots to those on the waitlist.

More Resources

We understand the demand for more trainings and will continue to offer trainings in the summer and next year!

Teachers/Leaders can find **free** introductory webinars for both the ECERS-R and CLASS tool on our website (link below).

Additional resources on CLASS and ECERS-R can be found online: bit.ly/NYCProgramAssessment

Questions? Email: programassessment@schools.nyc.gov