Training approval at a glance

Review the T&TAS training approval requirements

The Indiana T&TAS manual, which includes the training approval requirements, can be found on the T&TAS website

Prepare to complete application

- Gather documentation needed for application.
- When ready, access application in Submittable.
- Complete and submit application.

Complete application

- Monitor Submittable messages for any needed edits and approval results.
- Upon receipt of an application and all required documents, the review process can take up to 30 business days.
- Approval is valid for five years.

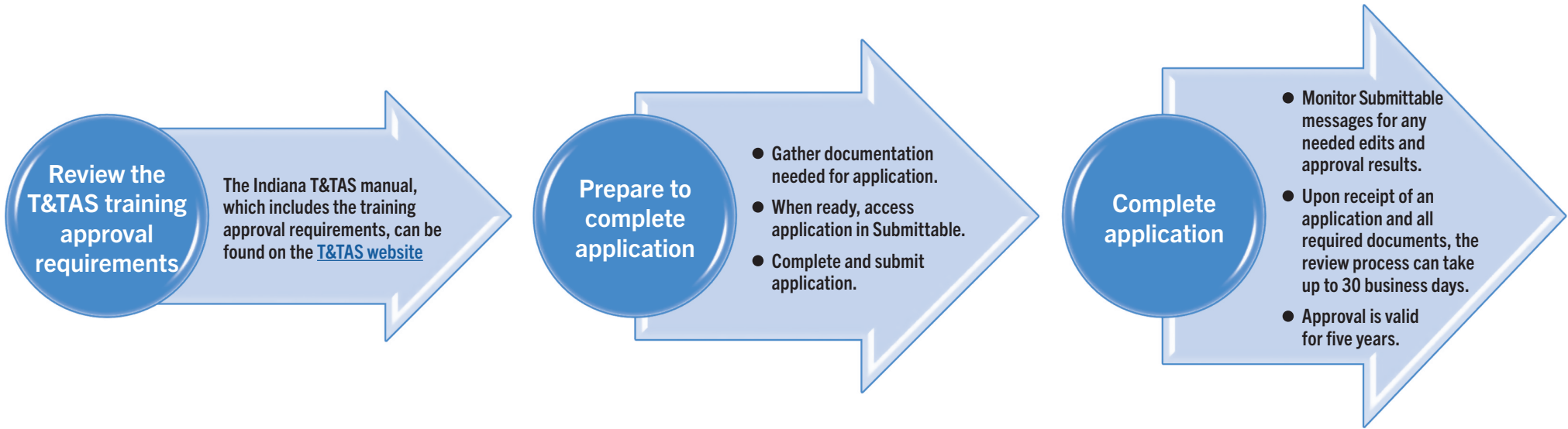
To receive additional support from a T&TAS representative, please complete the interest form at inaeyc.org/trainerapproval.

The Submittable application may be found at inaeyc.submittable.com.

T&TAS approved trainers and evaluated organizations are required to submit all training for approval.

Training from the following does NOT need approval:

- Colleges and universities accredited by a CHEA or USDE recognized agency
- Federal and Indiana state agencies
- Organizations accredited by IACET
- National Workforce Registry Alliance Member Organizations
- OECOSL Identified Partner Organizations
- Training already listed on the approved training list is found at inaeyc.org/trainerapproval.

Specific requirements for all trainings can be found in the T&TAS manual and include the following topics:

- Title
- Description
- Learning objectives
- CKC and foundations alignment
- Training level
- Knowledge assessments
- Training content
- Diversity and inclusion
- Principles of Adult Learning Theory
- Instructional methods
- Opportunities for continued learning, reflection and practice