

Participant/Study Guides Order Form for DCF Training Courses

Once you have purchased the online course you have the option to print out the participant and study guide at home. Due to the size of the guides you can also purchase them from The CDS Print Shop.

Options for Placing your Order:

THESE OPTIONS ARE FOR ORDERING GUIDES ONLY. THESE GUIDES ARE FOR THE COURSES AND NOT FOR TESTING OUT. PLEASE CALL 1-888-352-2842 FOR ANY OTHER QUESTIONS RELATED TO STATE TRAINING.

1. Place order ONLINE: discovercgs.org/cds-products/
2. Telephone your order: 1-800-635-5437 ext. 345 or 1-352-671-5155
3. Email your order: printshop@cgsi.org
4. Fax your order: 1-352-629-7766
5. Complete and Mail this order form to: Childhood Development Services, Inc.
Attn: Online Guides
1601 NE 25th Ave, Suite 900
Ocala, FL 34470

Methods of Payment:

- ◆ Most credit or debit cards accepted. If you want to use a gift card to purchase books, the gift card must be registered before you place your order.
- ◆ Money order or Cashier Check made payable to: Childhood Development Services, Inc.
NO PERSONAL CHECKS OR OUT OF COUNTRY CREDIT CARDS ACCEPTED

**Complete BOTH PAGES of this order form.
2nd page contains the list of books and prices.
Incomplete order forms will delay shipping.**

The following mailing and billing information MUST be filled out completely for you to receive your shipment:

MAILING INFORMATION

Name:	
Mailing Address:	
Apt/Unit/#:	
City, State, Zip	
Telephone Number	
Email address:	

BILLING INFORMATION (for credit card payments)

Name on Card:	
Credit Card Number:	
Expiration Date and 3 digit code (on back of card):	
Billing Address (if different from mailing address)	
City, State, Zip	

Updated August 2015

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Price List

Each book includes a participant guide and a study guide unless otherwise noted

[Check here for Spanish books](#)

NAME OF BOOK	# of Book(S)	Price Per Book	Total Price
Child Care Facility Part 1 30-hour Book (Includes the participant guides and study guides for the following: Child Care Facility Rules and Regulations, Health Safety, and Nutrition, Identifying and Reporting Child Abuse and Neglect, Child Growth and Development and Behavioral Observation and Screening.)		\$35.00	
Family Child Care Home Part 1 30-hour Book Includes the participant guides and study guides for the following: Family Child Care Home Rules and Regulations, Health Safety, and Nutrition, Identifying and Reporting Child Abuse and Neglect, Child Growth and Development and Behavioral Observation and Screening.)		\$35.00	
Child Care Facility Rules and Regulations		\$16.00	
Health, Safety and Nutrition		\$12.00	
Identifying and reporting Child Abuse and Neglect		\$12.00	
Child Growth and Development		\$12.00	
Behavioral Observation and Screening		\$12.00	
Family Child Care Home Rules and Regulations		\$12.00	
Caring for Kids Handbook for Caregivers (additional resource guide for Family child care home providers. NOT a course workbook)		\$12.00	

Part 1 Audio Transcripts (available in English and Spanish)

The audio transcripts are an enhancement for the online courses. The audio of the courses have been written down for easier understanding of these portions of the course. The transcripts **DO NOT** replace the online course

Child Care Facility Rules and Regulations		\$6.00	
Health, Safety and Nutrition		\$6.00	
Identifying and reporting Child Abuse and Neglect		\$6.00	
Child Growth and Development		\$6.00	
Behavioral Observation and Screening		\$6.00	
Family Child Care Home Rules and Regulations		\$6.00	

PART II COURSE BOOKS

Special Needs Appropriate Practices		\$16.00	
Infant and Toddler Appropriate Practices		\$12.00	
Preschool Appropriate Practices		\$12.00	
School Age Appropriate Practices		\$12.00	
Understanding Developmentally Appropriate Practices		\$12.00	

PART II ONLINE STUDY GUIDES (Available in English and Spanish)

Early Literacy for Children Birth Through Three (study guide ONLY)		\$6.00	
Basic Guidance and Discipline (study guide ONLY)		\$6.00	
Early Childhood Computer Learning Centers (study guide ONLY)		\$6.00	

Total Price of Order: All Shipping and Handling Included in Price of Book

ALL SALES FINAL. NO REFUNDS WILL BE GIVEN AFTER BOOK(S) ARE PROCESSED AND MAILED.



**All Books Printed By:
The CDS Print Shop**

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