

# ECE. 240 Administration I: Business/Legal

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## **ECE. 240 ADMINISTRATION I: BUSINESS/LEGAL**

Introduction to the administration of early childhood programs. Covers program types, budget, management, regulations, laws, development and implementation of policies and procedures. Examines administrative tools, philosophies, and techniques needed to organize, open, and operate an early care and education program. *Grade Option (Letter Grade or Pass/No Pass). Degree Credit.*

**Units:** 3

**Hours/semester:** 48-54 Lecture; 96-108 Homework

**Prerequisites:** ECE. 201, ECE. 210, ECE. 211 and ECE. 212

**Recommended:** Eligibility for ENGL 100.

**Transfer Credit:** CSU

