



State of New Jersey

DEPARTMENT OF HUMAN SERVICES
DIVISION OF FAMILY DEVELOPMENT
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CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

ELIZABETH CONNOLLY
Acting Commissioner

NATASHA JOHNSON
Director

June 26, 2017

Dear Workforce Registry Members:

Re: Workforce Registry Transition Update

We know how important it is to keep you informed throughout the entire transition of our workforce registry to our new vendor and are committed to providing you with ongoing updates. As such, please note the following:

Scholarships and Credentials

All applications, scholarship requests or Grow NJ Kids stipends that have been submitted along with **all required documentation** prior to May 26, 2017 were processed by Kean University and will be paid between June and July 2017.

Incomplete applications or applications without all the required documents would need to be re-submitted to the new vendor, TCC Software Solutions and Public Consultant Group (PCG). Effective July 3, 2017 TCC Software Solutions and Public Consultant Group (PCG) will handle all requests for scholarships, CDA assessment fees or book stipends. Please submit all applications and supporting documentation to:

**NJ Workforce Registry
c/o Public Consulting Group
PO Box 9619
Trenton, NJ 08650**

Credentials

All calls and inquiries related to the Infant/Toddler Credential, through Coalition of Infant/Toddler Educators (CITE) including portfolio review should continue to be directed to CITE by visiting their website at <http://www.njcite.org/contact-us>.

Members that submitted paperwork or applied for the Administrator Credential through PINJ should have been contacted by PINJ regarding the status of their credential.

All membership needs and questions should be directed to Public Consulting Group's toll free call center at 877-522-1050. Email inquiries should be directed to njworkforceregistry@pcgus.com.

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