**Instructions for CNW Online Courses – We are # P0163**

Go to: <https://cnw.ksde.org>

Click on: Training drop down tab

Click on: KSDE Online Training Portal – scroll to bottom

Click on: Child Nutrition & Wellness

Click on: Child Nutrition Program (General Information) or CACFP

Click on: Click on Class

Click on: Login or Create new account

When creating new account. Click “Request an account.” Click “Answer the questions.” Information entered under “Preview questions” will not be saved. Complete all required fields, which are indicated with a red exclamation point. Do not use commas when entering responses. Click “Submit your answers.” An account request will be sent to KSDE and processed within one business day. Please do not submit multiple requests. KSDE will respond as quickly as possible. Once KSDE has processed the account request, an email will be sent to the email address provided during account set-up with a link to access the account and create a password.

When finished make sure you make a copy of your certificate and send it to Sunshine Connections. If any issues with CNW courses contact Kyleen Harris, [kharris@ksde.org](mailto:kharris@ksde.org) or 785-296-2276

**Child Care Aware Child of KS** offers up to 4 hours of nutrition classes virtually. To learn more please connect with Rebekah Meyer at the following options:   **Rebekah Meyer,** Child Care Health Consultant (CCHC)

**rebekah.meyer@ks.childcareaware.org**

**Direct**: 785-833-6585 | **Text line only:**785-675-0316

**Instructions for ICN Online Courses**

Go to: <https://theicn.org>

Click on: Training, iLearn

Click on: Enroll Now

Click on: CACFP class you want to take

Click on: Enroll

Click on: Sign in or New User? Register

Click on: Start Learning Now – follow instruction page

When finished make sure you make a copy of your certificate and send to Sunshine Connections.

**Instructions for KCCTO Online Courses**

Go to: <https://www.kccto.org>

Click on: Training Opportunities and Registration

Click on: Search for Nutrition courses

Click on: Click on Class you want to take

Click on: Login or Create new account

When finished make sure you make a copy of your certificate and send to Sunshine Connections.

**You will need two hours before September 30, 2024 so as not to be**

**seriously deficient in the CACFP.**