

Seton Montessori Institute's Credential Course for Montessori Leadership and Administration presents a comprehensive program to support current and future heads of Montessori schools and teacher leaders. Course participants will develop their skills in administration and program leadership in accordance with the philosophy and best practices of Montessori education.

### Course Models

Three course models have been designed to serve candidates with different backgrounds and needs:

Course Model	Candidate and Focus
<b>Model I</b>	A qualified school administrator seeking knowledge and skills in Montessori philosophy, pedagogy and curriculum. <i>Bachelor's degree, previous school administration experience or licensure required.</i>
<b>Model II</b>	A qualified Montessori teacher who seeks knowledge and skills in school leadership and administration. <i>Bachelor's degree and Montessori certification required.</i>
<b>Model III</b>	An individual seeking knowledge and skills in both Montessori pedagogy and curriculum and in school leadership and administration. <i>Bachelor's degree required.</i>

### Application and Interview Process

Submit a complete application. This includes:

- Completed admission application with \$500 application fee
- Official transcript (or evaluation report for foreign educational credential) in the sealed issuing envelope
- Three references (can be emailed to [Institute@SetonMontessori.org](mailto:Institute@SetonMontessori.org))
- For non-native English speakers you must have a solid command of the English language (equivalent of a TOEFL Score of 72 or higher)

Upon review, the Academic Director will contact candidate to schedule an interview.

### Orientation

Full course orientation will be provided as a component of the first week of academics. Prior to the start of the course, students will be oriented individually to the my.Seton portal, the online vehicle for all course communication and assignment submission.

### Academics

The core sequence of course academics is designed to take place in two consecutive summer sessions. The summer sessions will be divided into four course components of approximately 50 hours each.

- **Model I** candidates will attend the designated hours of summer academics and are also required to complete a two-week immersion in teacher certification course academics prior to the start of their Montessori School Leadership and Administration practicum. Candidates will also participate in online coursework to include discussion groups and webinars.
- **Model II** candidates will attend the designated hours of summer academics. Candidates will also participate in online coursework to include discussion groups and webinars.
- **Model III** candidates will attend the summer academics in entirety and are also required to complete a two-week immersion in teacher certification course academics prior to the start of their practicum. Candidates will also participate in online coursework to include discussion groups and webinars.

### 2017-2018 Cohort Academic Dates

Summer I: July 9 - July 21, 2017\* (Components 1 & 2)

Summer II: July 8 - July 20, 2018\* (Components 3 & 4)

\*All classes meet from 8:30 a.m. - 6:00 p.m.

## First Plane Immersion Academics Dates (Models I and III)\*

Spring 2017 Option	Summer 2017 Option
April 21, 22, 23	June 13 – 16 <u>and</u> June 19 – 23
April 28, 29, 30	
May 5, 6, 7	

\*All classes meet from 8:30 a.m. – 5:00 p.m.

### Practicum

A practicum is an administrative internship, which lasts a minimum of a full academic year, with the candidate working at the practicum site no less than 720 hours.

- Montessori philosophy and pedagogy course academics and assignments must be completed prior to the start of the practicum. (Model I/Model III)
- The practicum site and arrangements must be pre-approved prior to the start of the practicum.
- The candidate will receive a minimum of three consultation visits from Seton Montessori Institute Management and Leadership course faculty over the duration of the practicum.
- Candidates will participate in a monthly online discussion board during the duration of the practicum.
- In the absence of a supervised practicum arrangement, a mentorship relationship will be required and approved by the Course Director.
- Practicum Visits in the continental United States to sites over 150 miles from Seton Montessori Institute require a travel expense fee of \$250 per visit. This is nonrefundable and due prior to the visit.

### Completion and Awarding of Credential

Upon completion of all required academic attendance, assignments and practicum requirements, the candidate will meet with the Course Coordinator for a **Final Portfolio Review** to reflect on the course experience and the Montessori school management and leadership competencies achieved. The candidate will then be recommended to the American Montessori Society (AMS) for their AMS Administrator Certification.

## Course for Montessori Leadership and Administration Tuition

### Model I Tuition and Fees: \$6,875

\$6,650 Tuition plus \$225 AMS Adult Learner Fee

### Model II Tuition and Fees: \$6,375

\$6,150 Tuition plus \$225 AMS Adult Learner Fee

### Model III Tuition and Fees: \$7,375

\$7,150 Tuition plus \$225 AMS Adult Learner Fee

Payment Sequence	Model I	Model II	Model III
<b>Application and Interview</b>	\$500 with Application	\$500 with Application	\$500 with Application
<b>Academics and Practicum</b>	\$1,000 (due prior to First Plane Immersion)	\$3,000 Tuition + \$225 Certification Fee (due July 1 <sup>st</sup> )	\$1,000 (due prior to First Plane Immersion)
	\$3,000 Tuition + \$225 Certification Fee (due July 1 <sup>st</sup> )	\$2,650 (due prior to start of approved Practicum)	\$3,000 Tuition + \$225 Certification Fees (due July 1 <sup>st</sup> )
	\$2,150 (due prior to start of approved Practicum)	N/A	\$2,650 (due prior to start of approved Practicum)

### Application Deadlines

Course for Montessori Leadership and Administration application deadlines are as follows:

- Model I and III applicants – March 1, 2017 for Spring immersion start; May 1, 2017 for a Summer immersion start. Model II applicants - June 15, 2017.