

### 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.

### Educational Qualifications

A high school diploma (or equivalent) is required but a bachelor's degree is strongly preferred. Candidates should check with their local state officials and practicum site administration to verify requirements for lead teachers. For complete information on qualifications and credentials see the current student catalog.

### Application Deadlines

**Spring Cohort:** March 1, 2017; **Summer Cohort:** May 1, 2017

*Note: A \$200 late enrollment fee will apply to all applications processed after the published deadline.*

### Course Prerequisite

Students must complete a college-level child development course (evidenced through transcript) or attend the six-week online ICD course offered by Seton. This prerequisite study of child development will be expanded in the child development sequence in Academics.

**Cost: \$350.**

**Academics** (*Class sessions are 8:30 am – 5:00 pm*)

#### 1. Orientation Seminar and Independent Study Assignments

Your day long Orientation Seminar is scheduled once you have completed your interview and been accepted. Orientation Seminars are offered monthly (December through May) and introduce the student to a sequence of independent study assignments designed to prepare the new student for academics.

***Orientation must take place prior to attending academics and should be schedule in time to allow completion of the independent study work.***

#### 2. Beginning Academics

Spring 2017 Cohort Dates	Summer 2017 Cohort Dates
April 21, 22, 23	
April 28, 29, 30	
May 5, 6, 7	June 13, 2017 - July 21, 2017*
Returning June 26, 2017 – July 21, 2017*	(Monday – Friday)
*No class July 3 <sup>rd</sup> and 4 <sup>th</sup>	

#### 3. Continued Academic Seminars

October 6 – 11, 2017

November 10 – 13, 2017

March 16-19, 2018

**Self Evaluation Day:** July or November annually

**Post Graduate Seminar:**

November 10-11, 2018 (optional)

## 2017 Early Childhood Teacher Preparation Course

### Practicum

A standard student teaching practicum consists of *a minimum* of nine consecutive months and 540 classroom hours working under a supervising teacher at a Montessori school selected by the student teacher and approved by the course director. The environment needs to provide a full complement of appropriate Montessori materials and serve the age range of the certification. Practicum may not precede completion of prescribed academics.

A self-directed practicum requires a commitment of two school years and an approved program of support. There is an additional \$1,000 fee and limited spaces for self-directed practicums.

### Early Childhood Course Tuition Information

\$6,700 Tuition plus \$386 Certification/Membership Fees (MACTE Fee: \$161; AMS Adult Learner Fee: \$225). Additional fees for the Introduction to Childhood Development course and a Self-Directed Practicum will be billed as necessary.

Payment Schedule:	
Application Payment	\$500 (due with application submission)
Initial Payment	\$2,386 (due one week prior to assigned Orientation Seminar)
Balance of Tuition (choose one plan):	
Plan 1	One payment of \$4,200 due on June 1, 2017
Plan 2	Two installments of \$2,100 due on June 1, 2017 and December 1, 2017
Plan 3 (\$50 finance fee included)	Four installments of \$1062.50 due on June 1, September 1, December 1 (2017) and March 1 (2018)
Plan 4 (\$100 finance fee included)	Ten installments of \$430 due on the first of each month from June 1, 2017 through March 1, 2018

### Refund Policy

If an applicant is not accepted, the \$500 application payment is refunded. If an applicant withdraws before the Orientation Seminar, \$400 will be refunded. A letter or email of withdrawal must be submitted by the student in order to receive a refund. **See full refund policy in the Early Childhood Catalog.**

#### Notes:

1. Tuition payments received more than five business days after the payment plan due date, will result in a \$25 late payment fee. Checks returned for any reason will result in a \$25 returned check fee.
2. 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 non-refundable and due prior to the visit.
3. Checks or money orders are accepted for all payments. Cash and credit cards are not accepted.
4. \$350 ICD Course fee will be charged if a transcript is not available at time of provisional acceptance; the payment will be refunded after verification.