

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
Model I	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>
Model II	A qualified Montessori teacher who seeks knowledge and skills in school leadership and administration. <i>Bachelor's degree and Montessori certification required.</i>
Model III	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
- Application payment of \$500 (only *checks or money orders are accepted*)
- Official transcript (or evaluation report for foreign educational credential) in the sealed issuing envelope
- Three reference forms or letters of recommendation (can be emailed to Institute@SetonMontessori.org)
- Non-native English speakers 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 first plane 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 first plane 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.

2018-2019 Cohort Academic Dates

Summer I: July 8 – July 20, 2018* (Components 3 & 4)

Summer II: July 14-26, 2019 (Components 1 & 2)

**All classes meet from 8:30 am – 6:00 pm.*

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

Spring 2018 Option	Summer 2018 Option
April 20, 21, 22	June 12 – 15 <u>and</u> June 18 – 22, 2018
April 27, 28, 29	
May 4, 5, 6	

*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 Coordinator.
- 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: \$7,080

\$6,850 Tuition plus \$230 AMS Adult Learner Fee

Model II Tuition and Fees: \$6,580

\$6,350 Tuition plus \$230 AMS Adult Learner Fee

Model III Tuition and Fees: \$7,580

\$7,350 Tuition plus \$230 AMS Adult Learner Fee

Payment Sequence	Model I	Model II	Model III
Application and Interview	\$500 with Application	\$500 with Application	\$500 with Application
Academics	\$1,000 (due prior to First Plane Immersion)	\$2,925 Tuition + \$230 Certification Fee (due July 1, 2018)	\$1,000 (due prior to First Plane Immersion)
	\$2,675 Tuition + \$230 Certification Fee (due July 1, 2018)	\$2,925 (due July 1, 2019)	\$2,925 Tuition + \$230 Certification Fee (due July 1, 2018)
	\$2,675 (due July 1, 2019)	N/A	\$2,925 (due July 1, 2019)

Application Deadlines

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

- Model I and III applicants – March 1, 2018 for Spring immersion start; May 1, 2018 for a Summer immersion start. Model II applicants - June 15, 2018.