



MONTESSORI CASA
INTERNATIONAL

Thank you for your enquiry and your interest in our program. I am enclosing our course and registration details. We are looking forward to an exciting academic year.

Please read all the enclosed information carefully and return the application as soon as possible.

Upon receipt of all your documents, we will review your application and contact you for a personal interview.

If you have any questions or require further clarification, please do not hesitate to contact us.

Yours sincerely,

Punum Bhatia

PUNUM BHATIA

www.mcidenver.edu

Montessori Casa International strives to ensure that no individual or group is treated more or less favorably than others on grounds of ethnic origin, nationality, age, disability, gender, sexual orientation, race or creed.

MACTE ACCREDITED



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EARLY CHILDHOOD COURSE

Our Early Childhood Teaching course is designed to develop a high level of professional competence in students who wish to become teachers of the Montessori Method for children from two and half to six years of age. The overview of important educational philosophies provided by the course enables students to construct a coherent set of educational values alongside detailed study of the Montessori philosophy and approach. They are also given precise instruction in the use of the teaching aids designed and applied by Maria Montessori.

The syllabus includes: Montessori Philosophy, Child Development, Observation and Assessment, Contemporary Issues, Child Care, Health and Special Needs, Exercises of Practical Life, Education of the Senses, Literacy Skills, Mathematics, Cultural Subjects, Art and Craft, Music and Movement, Drama.

Entry qualifications

Applicants must have studied to High School level or above and 18 years or over. This is an intense academic program, and requires all applicants to meet College entry level requirements or above. If the student does not have ACT /SAT or college transcripts they must take an Accuplacer test at a local community college. All candidates are assessed for entry on individual merits.

Equal Opportunities

MCI, Denver is committed to the active pursuit of an equal opportunities policy which addresses the need and right of everyone in the Centre to be treated with respect and dignity, in an environment in which a diversity of backgrounds and experiences is valued.

MCI, Denver does not discriminate with regard to sex, marital status, disability, religion, race, ethnicity or national origin in the administration of its education, admissions and personnel policies.

Structure of the Course

The Early Childhood Teaching Diploma Course is divided into three stages. These are -

1. Students study for a period of one academic year (280 hours), usually divided into a minimum of three ten-week terms. **(Stage 1)**
2. Students take the Practical and Written Examinations **(Stage 2)**
3. Students complete 620 hours of teaching practice. **(Stage 3)**

INTERNATIONAL DIPLOMA IN MONTESSORI PEDAGOGY

In order to qualify for the award of a Diploma from the Centre students must successfully complete their coursework, examinations, and teaching practice within three (3) years of initial registration on the course. This entitles the holder to teach in an early childhood (3-6) environment in a Montessori school.

CREDITS

Red Rocks Community College recognizes the following courses taught at MCI and provides credits:

ECE 101 Introduction to ECE
ECE 102 Introduction to Early Childhood Lab Techniques
ECE 103 Guidance Strategies for Children
ECE 220 Curriculum Development: Methods and Techniques
PSY 238 Child Development
ECE 111 Infant Toddler Theory
ECE 188 Field Experience

On completion of these courses, students will receive an Early Childhood Teacher Certificate from RRCC.

FURTHER TRAINING

In addition, MCI offers a range of professional development courses and seminars. Please visit our website (www.mcidenver.edu) for the most up-to-date information on seminars and workshops.

Graduates of our program are encouraged to attend one workshop every year (6 hours) towards professional development. We believe that learning is a lifelong process.

MONTESSORI ACCREDITATION COUNCIL FOR TEACHER EDUCATION COMMISSION

MCI, Denver is accredited by MACTE, an autonomous, post-secondary accrediting agency for Montessori teacher education courses.

M.A.C.T.E Commission
420 Park Street
Charlottesville
VA. 22902

Tel: (434) 202-7793
Fax: (888) 525-8838
www.MACTE.org

COLLEGE CREDIT

St. Catherine's University honors 15 credits of coursework from MCI towards the 30 credits needed for a Master's degree. All classes are held on-line and include Analysis of Contemporary Issues in Montessori Education, Profession Growth of the Montessori Guide and Classroom Management and Leadership. This allows you to further your professional knowledge in a flexible one0year course of study.

Sarasota University also offers MCI students credit towards a Master's Degree.

COLORADO DEPARTMENT OF HUMAN SERVICES

The Colorado Department of Human Services recognizes our Early Childhood Course as an equivalent for Early Childhood Teacher/Group Leader qualification.

The Colorado Department of Human Services, Division of Child Care, will accept a maximum of 12 semester hours of credit from the University of Colorado at Denver toward the qualification requirements currently in effect for the position of large child care center director.

Alternatively, 5 out of the 10 courses required for Director Qualifications are met through the coursework at MCI.

PUBLIC SCHOOL LICENSURE IN EARLY CHILDHOOD

Montessori Centre International Denver offers Colorado Public School License in Early Childhood through Stanley British Primary School Teacher preparation program.

FINANCIAL ASSISTANCE

MCI Denver is approved to disburse Federal Title IV Student Financial Aid.

Deferred payment plans are available.



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Student Information:

Name.....

Address.....
Street City State Zip

Telephone.....
Home Work

Educational Background

High School	Date Graduated
College	Degree Granted
Other Education	Certificate

Please attach transcripts

Please describe any state teaching credentials you hold:

.....

Do you have a Montessori school where you can do your Practicum.....Yes?

Name of School.....

Address.....

Street

City

State Zip

Phone.....Contact Person.....

Do you have previous teaching experience? No/Yes Where.....

Work Experience

Begin with your present job

Place of Employment	Nature of Work	Dates of Employment

Personal References and Recommendations

Please request for at least 3 letters of recommendations and have them sent directly to us.

Name	Address	Relationship

Signed.....

Applicants name

Applicants Signature

Date.....

Please include application fee of \$100.

Written Essay

Give a brief description of your learning experiences (as a child or an adult) and say what conclusions you wish to apply to your own role as a teacher.



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ADMISSION PROCEDURE

The following materials as part of the application packet must be mailed to MCI:

- Completed application form
- Essay
- Application fee: \$100.00 made payable to MCI.
- College transcripts mailed directly to MCI
- Three personal recommendations mailed directly to MCI.

Upon receipt of all the documents listed above, you will be contacted for a personal interview at the MCI office.

Upon acceptance into the program you will receive an acceptance letter along with a financial contract. The Director makes the final decision on admission to the program.

Enrollment is complete when you return the signed acceptance letter with the registration fee.

Please mail application materials to:

Montessori Casa International
144 Rampart Way
Denver, CO. 80230

For more information, please contact us at:
303.523.7590
pb@mcidenver.edu



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TUITION AND FEES –2018 - 2019

Application fee:	\$100 (non-refundable)
Registration fee:	\$2300 – due upon acceptance to the Course. Applied to full tuition and non –refundable.
Tuition and fees:	\$7800
MCI & MACTE Fees:	Included in registration fees.

TUITION PAYMENT PLANS

PLAN A:	Standard payment plan \$2300 registration fee due on acceptance \$5500 due September 1, 2018 \$7800 Total
PLAN B:	Deferred payment plan (includes \$200 additional charge) \$2300 registration fee due on acceptance \$1500 due September 1, 2018 \$1450 due November 1, 2018 \$1450 due February 1, 2019 \$1300 due May 1, 2019 \$8000 Total
PLAN C:	Monthly payment plan (includes \$352 additional charge) \$2300 registration fee due on acceptance \$2000 due September 1, 2018 \$428 due by the first of each month: Oct. 2018 – June. 2019 \$8152 Total

Books, Albums and Material Making

The following books are provided with the course:

Montessori, M., (1972). *The Secret of Childhood*, Ballantine, New York

Montessori, M., (1988a). *The Absorbent Mind*, ABC-Clio Limited, Oxford

Montessori, M., (1988b). *The Discovery of the Child*, ABC-Clio Limited, Oxford

Students should budget for at least \$500 for making materials and albums.

Students will need a computer and printer for homework.

FURTHER FINANCIAL INFORMATION

Cancellation/Termination

MCI reserves the right to cancel courses due to insufficient enrolment up to four weeks before classes begin. In case of cancellation, or if MCI discontinues a course in progress, students enrolled in the course will receive a full refund of tuition including the registration fee. Refunds will be made within 30 days of the official date of cancellation or termination of a course.

Withdrawals and Refunds

All payments are refunded if an applicant is not accepted, with the exception of the application fee.

Students wishing to withdraw from the course of study must submit a letter in writing to the Centre, explaining why they wish to withdraw from the course. Please note that if you have been in the course for a month or more, the financial contract must be adhered to and the tuition is payable in full. If you have been in the course for less than a month, no money paid can be refunded to you.

Postponement/Deferral of Studies

This may be possible, provided the financial contract is adhered to and a written request is presented to the Director. Students are allowed to defer for up to one year from the deferment date. A deferral fee of \$200 is payable once a written request to defer has been acknowledged and the Director has agreed to deferment.



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FINANCIAL CONTRACT

I understand that:
payment by dates specified is a prerequisite for completion of the academic phase and admission to practicum.

A penalty shall be imposed for, but not limited to, late payments, improper payments, and violation of this contract or false statements made to MCI. Payments are due in full on the first of the month. If your payment is not received by the fifth of the month, a \$30.00 late fee is added automatically. After the 10th of the month, interest at a rate of 10% per annum will accrue in addition to the late fee. It is in your best interests to be prompt with your payments.

Please note that if you have been in the course for a month or more, the financial contract must be adhered to and the tuition is payable in full.

I choose Tuition Payment Plan

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Signature and date of student

Please mail packet to:

MCI
144 Rampart Way
Denver
CO. 80230

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pb@mcidenver.edu

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