

Course 0-3 Assistants to Infancy 3-6 Early Childhood 6-12 Primary (Elementary)

Dates _____ **Location** _____

Applicant Details

Surname: _____ First Name: _____

Address: _____

Phone Home: _____ Work: _____ Mobile: _____

Date of Birth: _____ Gender: _____ Nationality: _____

Email: _____

Emergency Contact: _____ Mobile: _____

Ages of Children living with you (if applicable): _____ Marital Status: _____

Employment

Current Role: _____ Employer: _____

Will this be your role during the course: _____

Supporting Documents

Please enclose the following with your application.

Resume	Current resume including all work experience and educational qualifications
Qualifications	Certified copies of all tertiary qualifications and transcripts
Essay	A short autobiographical essay to describe your past experiences and future direction, particularly relating to working with children. It must be written by the applicant in their own words, be typed, and of 2 pages in length. The essay should address the following questions: <ul style="list-style-type: none"> • Why do you wish to follow Montessori training? • How did you first learn about the course?
References	Three signed reference letters, two professional in nature and one character reference
Application Fee	Cheque enclosed with the application or confirmation of EFT payment

Payment Details

- I will be paying for all course fees myself
- I am sponsored by my employer who will pay my:
- Application Fee Enrolment Fee Tuition Fee (a letter of guarantee will be required)

Employer: _____

The Application Fee has been paid by:

- Enclosed cheque made out to the "Australian Montessori Teacher Education Foundation"
- Bank Transfer to BSB: 062 207 Account Number: 1007 3487 on the following date: _____

Schedule of Fees

All courses have the following fees applicable:

\$200 Application Fee	Payable upon submission of the application to the course before the admission closing date (non-refundable and non-transferable).
\$300 Late Application Fee	Payable upon submission of the application to the course after the admission closing date (non-refundable and non-transferable).
\$500 Enrolment Fee	Payable 2 weeks after notification of acceptance on the course (non-refundable except in the event the course does not proceed, non-transferable).
\$12,000 Tuition Fee (Full)	Payable in full one month prior to the start of the Diploma course.
Tuition Fee Instalment Plan	Tuition fees may be paid in four equal instalments of \$3,100 throughout the course. The dates for payments are set by the training centre, the first of which is payable one month prior to the start of the Diploma course. All fees must be received before a student may sit the examinations.
\$2,500 Foundation Course	The pre-requisite for the 6-12 Primary course is either holding an AMI 3-6 Diploma or attending the 5-week Foundation Course held immediately preceding the Diploma course. The Foundation Course fee is payable in full one month prior to the start of the Foundation Course.
\$120 Membership Fee	AMTEF students must be current Individual Subscribers with the national body, the Montessori Australia Foundation (MAF), which includes membership to the international body, the Association Montessori Internationale (AMI). MAF Individual Subscriptions are paid annually for the calendar year and must be undertaken for the duration of the course.

- I wish to pay the tuition fee in full (total tuition fee \$12,000)
- I wish to pay the tuition fee using the instalment plan (total tuition fee \$12,400)

Conditions for Enrolment

Entry to the course is by interview. After receiving the application form, supporting documents and Application Fee, an interview with the Director of Training will be arranged, either in person or by phone. The interview will help determine the candidate's capacity to undertake successful tertiary study and serve to communicate important aspects of the course. Disclosures regarding family support and health matters will be a factor in this decision.

Upon acceptance, in accordance with regulations for students on teaching practice, you will be required to undergo a Working With Children Check (Blue Card application in Queensland).

Non-native speakers of English should note that the course requires a proficiency in English, which may be assessed with the written essay and during the interview. If required, documented proof of a score of 7 on the International English Language Teaching Standard (IELTS) or equivalent will be requested.

Tuition Fees are non-refundable or transferable under any circumstances. Should a student discontinue the course for any reason, the full balance of the Tuition Fee is liable within one month of withdrawal or dismissal from the course. Late fees may be applied for payments not received on the due dates. The instalment payment plan may be discontinued for extended late payment with the balance payable in full.

AMTEF is not currently a registered Australian education provider eligible for student visas.

AMI Diploma Requirements

The Association Montessori Internationale Diploma is awarded upon satisfactory completion of the components of the course requirements and the attendance requirement listed on the AMI Requirements for Certification document that is signed by the Director of Training and the student upon acceptance into the course. In order to be eligible to sit for the written and oral examinations a minimum attendance of 90% is required in the following: theory lectures, demonstrations of materials in each area, discussions/reviews, and required reading seminars. In order to receive the diploma the following requirements must be met: successful written and oral examinations, submission of acceptable albums in all areas, materials as required, observation and observation reports, practice teaching as scheduled.

Students deferred for any part of the examinations must retake that part the subsequent year and may resit only once. Students deferred for any part of the other requirements must fulfil that part the subsequent year. Should the training centre not hold a course and therefore examination in the subsequent year, the Director of Training will advise an alternate AMI training centre where the student may sit the examinations. All the expenses involved are for the account of the student. Students who fail Paper A and Paper B of the written examination and the oral examinations have failed the course.

Students may be asked to discontinue their course for medical, psychological, academic or other cogent reasons.

Signature

I declare that the information supplied is true and correct.

[Please note that the supply of false information may lead to dismissal from the course and forfeit of fees]

Signature: _____ Date: _____

Post your application and supporting documents to:

Admissions Committee
Australian Montessori Teacher Education Foundation
3 Myoora Road
Terrey Hills NSW 2084

Applications **may be emailed to info@amtef.org**

Applications will not be processed until all supporting documents and the Application Fee have been received

Please keep a copy of your application and supporting documents