

~ INFANT & TODDLER COURSE ~

Introduction

The Infant and Toddler course prepares adults to create a nurturing environment that is developmentally appropriate for children from birth to three years, and to provide consistent support for the spontaneous growth of each child, with full recognition of the key role of the family.

The fundamental importance of this stage of development, which Montessori called the period of “the unconscious absorbent mind”, is much better recognized than in the past, and the Montessori approach emphasizes respect for the child’s innate capacity to seek out what is meaningful to his or her development.

Students receive a strong foundation in child development, Montessori philosophy and environmental design, which prepares them to serve in a wide range of environments for infants and toddlers. In addition to meeting various community needs such as quality child care, graduates are able to assist parents in focusing on the characteristics and needs of the first three years of life.

Summer Academic Phase (6 weeks)

Classes cover Montessori philosophy, theories of child development, environmental design, classroom management, administration, and issues relating to child, family and community.

The program includes lectures, demonstrations, discussions, and observation sessions.

Students prepare detailed resource manuals in each curriculum area and design materials for the child’s environment. Instructors are supportive and bring a diversity of experience and expertise to their classes. This is an intensive and highly rewarding experience.

Student Teaching Practicum (9 months)

The practicum is a key component of the student’s preparation. Generally, the student is paid a stipend as an assistant or lead caregiver.

There are three practicum models:

1. Infant concentration (birth - 18 months)
2. Toddler concentration (18 months - 3 years)
3. Special Interest

Practicum Arrangements

MECR provides assistance in finding a practicum position. Final arrangements are the responsibility of the student and the participating school/center. The student teaching practicum site must be approved by MECR. A waiver is required if the school/center is not affiliated with the American Montessori Society.

A MECR field consultant maintains monthly contact with the student teacher, including at least three on-site visits to observe the student working in the classroom.

CALENDAR 2010-2011

OVERVIEW

Monday June 7 - Friday June 11, 2010 (5 days)
Required for students who do not hold a Montessori EC credential. Total hrs: 30

INFANT & TODDLER COURSE

The course may be completed in 12 months starting June 15, 2010.

Total classroom instructional hours: 210

Summer Academic Phase (6 weeks)

Tuesday June 15 - Tuesday July 27, 2010
(Monday to Friday: 8:45 a.m. to 4:15 p.m.)

November Seminar (3 days)

Friday Nov 19 - Sunday Nov 21, 2010

May Seminar (3 days)

Friday May 13 - Sunday May 15, 2011
(3 days)

Student Teaching Practicum (9 months)

August to May 2010-11

3 hours per day, 5 days a week,
for 9 month school year (540 hours)

AMS AFFILIATION

Students who successfully complete the MECR Infant & Toddler course and hold a BA/BS degree qualify for the American Montessori Society Infant & Toddler credential. Students who do not hold a BA/BS degree are eligible for the AMS Associate Infant & Toddler credential.

American Montessori Society
281 Park Ave South, 6th Floor, NY 10010
TEL (212) 358-1250
www.amshq.org

ACCREDITATION

MECR is fully accredited by
The MACTE Commission
506 Seventh Street, Racine, WI 53403
TEL: 262-898-1846
www.macte.org

MECR FACILITIES

In 2002 MECR moved into an 8,500 square foot air-conditioned building at 4745 Walnut Street, a quiet street close to central Boulder, with administrative offices, lecture rooms for four course levels, and a student lounge and library. Refrigerators and microwaves are available for student use and students have Wi-Fi access. It is a short walk to the Boulder Creek path for picnic lunches and bicycle access.

DIRECTIONS

From 30th St: Go E on Walnut St and under 47th St bridge. MECR is on the left.

From Foothills Pkwy (47th St/Rte 157):
Go W on Arapahoe, N on 38th St, E on Walnut St.

PARKING

Park beside the MECR building or on the street. There is a bicycle rack on the west side of the building.

CAREER OPPORTUNITIES

There is a great need for high quality care programs for infants and toddlers. Montessori trained caregivers are well prepared to work in daycare centers, or in home-based care. Prospective parents also enroll in this course in order to gain insights and skills that will help them support the development of their own children.

The MECR office serves as an informal clearinghouse for job opportunities throughout the year. Current listings are displayed in the student lounge. In addition, the American Montessori Society maintains a computerized placement service and publishes regular salary surveys.

MECR does not offer a formal placement assistance program and cannot guarantee employment, occupational advancement or a specific salary.

OPTIONAL COLLEGE CREDITS

The University of Colorado at Denver, School of Education and Human Development, grants college credit for the academic phase of the MECR course. Registration will take place during the first two weeks of classes. Up to 9 credit hours may be received for MECR Infant & Toddler level classes. The anticipated cost is \$55 per credit hour.

DIRECTOR QUALIFICATIONS

- STATE OF COLORADO

Optional college credits gained through MECR may be used toward meeting the requirements to be “Director Qualified” in Colorado.

AUDIT PRIVILEGES FOR GRADUATES

Teachers who have graduated from a MECR course are invited to review coursework by returning to audit classes at the same course level. Call to check space availability. There is no fee.

TUITION AND FEES 2010-2011

Application Fee:	\$ 100 (\$150 for applications received after May 1st.)
Registration Fee:	\$ 500 Due 15 days after acceptance. Applied to the full tuition.
Infant & Toddler Tuition:	\$ 5,500 Academic Phase only: \$3,200
AMS/MACTE Student Fees:	Included in tuition

***Overview Course :** \$ 600 - Due June 1

** Required for Infant & Toddler students who do not hold an Early Childhood credential from a MACTE accredited institution. The Overview course starts June 7, 2010.*

Infant & Toddler Course Start Date: June 15, 2010

Plan A: *Standard Payment Plan*

\$ 500 registration fee, due 15 days after acceptance.

\$ 2,700 due June 1, 2010 = **\$3,200 total** for academic phase only.

\$ 2,300 student teaching practicum fee due August 1, 2010

\$ 5,500 Total

Plan B: *Deferred payment plan* (includes \$150 additional charge)

\$ 500 registration fee, due 15 days after acceptance.

\$ 1,900 due June 1, 2010

\$ 1,625 due August 1, 2010

\$ 1,625 due January 15, 2011

\$ 5,650 Total

Plan C: *Monthly payment plan* (includes \$200 additional charge)

\$ 500 registration fee, due 15 days after acceptance.

\$ 1,900 due June 1, 2010

\$ 3,300 \$330 due by the first of each month, July 2010 through April 2011 (10 payments)

\$ 5,700 Total

Plan D: *For students receiving Federal Student Aid*

\$ 500 registration fee, due 15 days after acceptance.

\$ 2,500 due July 2010 on initial Federal disbursement

\$ 2,500 due December 2010 on second Federal disbursement

\$ 5,500 Total

Student Teaching Practicum Expenses

MECR pays the consultant honorarium and local travel expenses for three visits by a qualified Field Consultant to the student's teaching practicum site. Students at schools more than 100 miles from Boulder may expect additional expenses for consultant travel and accommodations, unless a local consultant is available. MECR will pay the first \$100 of these expenses for each of the first 3 visits. (Total \$300 for 3 visits.) The student is responsible for consultant travel and accommodation expenses above this amount.

Books & Supplies: Students should budget a minimum of \$180 for books and \$500 for supplies.

FURTHER FINANCIAL INFORMATION

Housing and Travel

Housing and travel arrangements are the responsibility of the student. A listing of apartments and rooms for rent is available on request in the spring.

Delinquent Accounts

Students whose accounts become delinquent by 30 days will not be permitted to participate further in the course (including seminars, field consultant visits, practicum, and assessments). Accounts must be fully paid in order for students to be recommended for certification.

Cancellation/Termination Policy and Refunds

MECR reserves the right to cancel courses due to insufficient enrollment up to 6 weeks before classes begin. In case of cancellation, or in the unlikely event that MECR discontinues a course in progress, students enrolled in the course will receive a full refund of tuition. Refunds will be made within 30 days of the official date of cancellation or termination of a course, which is the date when the decision is made by the MECR Board. In the event that MECR ceases operation, there are no refunds.

Postponement of Starting Date

Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and MECR. The agreement must set forth: a) Whether the postponement is for the convenience of MECR or the student, and b) A deadline for the new start date, beyond which the start date will not be postponed. If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline of the new start date set forth in the agreement, determined in accordance with MECR refund policy and all applicable laws and rules concerning the Colorado Private Occupational Education Act of 1981.

Withdrawals and Refunds

All payments are refunded if an applicant is not accepted.

Any student wishing to withdraw at any point during the course must submit his or her reasons in writing to the Director. Refunds will be determined by the date that notice is received.

Refunds of college credit fees are subject to the University of Colorado refund policy.

A student has the right to cancel an Enrollment and Tuition Agreement for 3 days after submitting it.

If a student withdraws

Before the first week of classes:

All fees will be refunded except for a \$150 processing fee.

After classes begin, academic phase tuition will be refunded with deductions as follows:

- 10% within Week One
- 25% within Weeks Two and Three
- 50% within Week Four
- 75% within Weeks Five and Six.

There will be no refunds after the sixth week.

Student teaching practicum phase refunds will be made with deductions as follows:

- 10% before September 15
 - 25% between September 15 and November 1
 - 50% between November 1 and January 15
 - 75% between January 15 and March 15
- After March 15 no refunds will be made.

Refunds will be provided within 30 days of receipt of written notice of withdrawal. This refund schedule is based on instructional hours.

If satisfactory resolution cannot be reached between the student and the MECR, the student may file a written complaint online with the Colorado Division of Private Occupational Schools at higher.colorado.gov/dpos or by requesting a complaint form at 303-866-2723. There is a two year limitation on the Division taking action on student complaints.

FINANCIAL ASSISTANCE

Contact Susan Roth, MECR Financial Aid Administrator (susan@mecr.edu)

Most students receive stipends from their school during the student teaching practicum phase. The following resources are also available.

Federal Student Financial Aid Programs

Students who are enrolled or accepted for enrollment as candidates for certification in a MECR Infant and Toddler, Early Childhood or Elementary I Course, and are U.S. citizens or eligible non-citizens, and have financial need, may qualify for one of the following programs.

- Federal Pell Grants

Available only to undergraduates. Do not have to be repaid.

- Federal FFEL (Federal Family Education Loans) Stafford Loans

Available to both college graduates and undergraduates.

Loans must be repaid starting 6 months after completion of the course. Unsubsidized loans accrue interest beginning immediately after receiving the loan. Subsidized loans do not accrue interest until repayment begins.

- Federal FFEL PLUS Loans

Available to eligible parents of students. Must be repaid with interest, starting within 60 days after the final loan disbursement. Yearly limit is equal to the cost of attendance minus any financial aid received.

For Application Information: www.studentloanonline.com

or call the MECR office or the U.S. Department of Education, 1-800-4FED-AID (1-800-433-3243) for the booklet, [Funding Education Beyond High School](#). This booklet explains the following:

1. How to apply
2. How eligibility is determined
3. Borrower rights and responsibilities
4. Terms and conditions for receiving a deferment on the loan

Complete a **FAFSA** (Free Application for Student Aid) at www.fafsa.ed.gov MECR Federal School code = **033063**

Application Deadline: Students are urged to apply as soon as possible after completing their tax forms.

For students who seek reimbursement through financial aid for fees already paid, the application must be at the school by the student's last day of enrollment in the academic year in which the course is completed.

Corrections If information was reported incorrectly, the student may be required to update or correct application data.

Verification For applications selected for verification by the Dept. of Education the student will be required to complete the Verification Worksheet and provide specified documentation.

American Montessori Society - Teacher Education Scholarship Fund

Grants are awarded annually to selected applicants who have been accepted for enrollment in an AMS affiliated teacher education course. Application requires a personal statement, three letters of recommendation, a financial statement with a copy of the most recent income tax return, and verification of acceptance by the Director of the teacher education program. **Application Deadline:** May 1st of the calendar year of initial enrollment. The complete MECR application must be received at the MECR office by March 31st to allow time for processing.

Application Forms: Available on the AMS web-site at www.amshq.org.

Disbursement

1. **Federal Funds:** Funds are deposited in the MECR federal account and credited to the student's MECR account in two equal payments in mid-July and mid-December. MECR reserves the right to apply funds to tuition and fees first. Remaining funds are disbursed by MECR in two equal semi-annual payments. The student must maintain satisfactory progress in order to receive continued funding. The maximum time-frame for completion is 1.5 times the published course length. For FFEL loans, there is a bank fee. An Entrance Counseling interview with the MECR Financial Aid Administrator is required before disbursement.
2. **AMS Scholarship:** This funding is paid directly to MECR and credited to the student's MECR tuition account. If the student withdraws before completing the course, the unused portion of the tuition must be returned to the AMS Scholarship Fund.

ADMISSIONS AND ENROLLMENT

Prerequisites

A High School diploma or its equivalent, and post-secondary college experience.

A BA or BS degree is required to be eligible for a full AMS teaching credential.

Students who do not hold a BA or BS degree are eligible for an AMS Associate Infant & Toddler credential.

Students with no college experience must submit a notarized copy of their High School diploma. These applicants should have Montessori classroom experience and a reference from the head of school. They will be considered on an “ability to benefit” basis.

Attendance at the one week Overview Course is required for applicants who do not hold a Montessori Early Childhood credential from a MACTE accredited institution.

If you have not observed a Montessori class in session or read any books by or about Maria Montessori, we urge you to do so before completing your application.

Application Packet

The following materials must be submitted to the MECR Office:

- Completed application form
- Current resume
- Personal Statement - Please respond to the following questions in one or two pages:
 - a. What do you know about the Montessori approach to education?
 - b. Why are you seeking a Montessori teaching credential?
 - c. What are the personal qualities and talents that you bring to the classroom?
- Application fee (Check for \$100 payable to MECR. We do not accept credit cards.)
- Two official college transcripts, mailed directly to MECR from the college
- Three references on MECR reference forms, to be mailed directly by each person named
- Copy of Montessori teaching certificate (if applicable)

Application Deadlines

We recommend that students start the application process during the period January 1st to March 31st.

AMS Scholarship applicants must submit complete applications no later than March 31st.

The application fee after May 1st is \$150 and late applicants risk lack of space availability.

Interview Requirement

Upon receipt of the complete application, we will review your file and contact you to make arrangements for a personal interview at the MECR office. Out of state applicants may request a telephone interview.

Acceptance and Enrollment

Accepted students receive an Enrollment Packet which includes a Course Handbook and an Enrollment and Tuition Agreement form. The Director makes the final decision on admissions.

Enrollment is complete when the student returns the signed Agreement with the registration fee.

International Transcripts

Applicants who hold a degree from a foreign college which is not accredited by one of the six regional accrediting agencies within the United States, must submit an independent evaluation of their diploma to establish its equivalency to a U.S. degree. Contact:

World Education Services: Web-site: www.wes.org

Transfer Credit

MECR does not give credit for previous training, education or experience, unless that training is at the same course level at another AMS affiliated institution and fully documented by that institution.

Mail Application Materials to:

Montessori Education Center of the Rockies
4745 Walnut Street, Boulder, CO 80301

To request further information:

Tel: 303-494-3002
E-mail: info@mecr.edu