



Montessori Elementary Teacher Training Collaborative
www.METTC.org

Application for Admission: Intro to Montessori & 3-6 Overview

(Complete this application only if you are **NOT** enrolling in the full elementary training for this summer.)

Last Name

First Name

Middle Name

Preferred Name

Maiden Name

Last 4 digits of Social Security #

Street Address

City

State

Zip

Country

Work Phone #

Home Phone #

Cell Phone #

E-mail Address

Fax #

Where did you hear about METTC?

Are you proficient in English? _____

Classes are conducted in English and written work must be submitted in English. Adult Learners must be able to speak, understand, read, and write English to succeed in our courses. While we expect English proficiency, we do welcome a cultural and ethnically diverse community of Teachers and Adult Learners. If you are fluent in other languages, please let us know what other languages you speak:

I am applying at the request of (name of school) _____

where I am employed. The school **will** **will not** be responsible for paying my tuition and other fees. If the school is paying part and the adult learner is paying part, please include a summary of your arrangement.

Please email your completed application form to DNeil@mettc.org.

Send your **\$50 NON-REFUNDABLE APPLICATION FEE** (payable to METTC) to William Maier, Lexington Montessori School / Attn. METTC, 130 Pleasant Street, Lexington, MA 02421.

The tuition payment is due in full by **June 1**. **Full payments made by May 1** will receive a \$50 discount.

CANCELLATION BY APPLICANT: The applicant may cancel this contract and receive a full refund of all monies paid, including the application fee, if cancellation is emailed directly to DNeil@mettc.org within five (5) business days, after the date of the signature on this application.

REFUND POLICY: If an Adult Learner withdraws from the program one month prior to the program starting date, 100% paid fee will be refunded. After the start of the program, allowable refund percentages are computed from the date of official withdrawal, not from the time when the Adult Learner ceases attending classes. The Adult Learner is required to withdraw officially by submitting a written letter of intent to the admissions director.

CANCELLATION OF PROGRAM: METTC reserves the right to cancel any program prior to its start date due to extenuating circumstances. In the event of such cancellation, paid fees, deposits, and tuitions will be refunded.

METTC admits Adult Learners without regard to race, religion, color, national origin, age, sexual orientation, sex, disability, or any other categories protected by federal, state, or local law. *This policy applies to administration of its educational policies, admission policies, and all of its benefits or programs.* Upon receipt of your complete application package, we will notify you by mail with regard to your acceptance.

We look forward to working with you in the exciting and important task of learning more about Montessori education. By signing your name below, you let us know that you have read and understand all aspects of this application and recognize your legal responsibilities in regards to this application. You also let us know that you agree to be photographed or videotaped for our promotional purposes. If you do not wish to be photographed or videotaped, you understand that it is your responsibility to notify us in writing.

Applicant's Signature

Date