

West-Mont Montessori Teacher Training Program Registration Agreement – 2010

Course number : _____ Course name: _____
Student name: _____
Address: _____
Email: _____
Home Phone: _____ Work Phone: _____ Cell: _____

PREREQUISITES:

1. High school graduation
Please indicate school and year of graduation: _____
2. 1st year College/University English (or permission from instructor)
Please indicate college/university, year completed and mark achieved: _____

3. A minimum of 6 hours observation in a Montessori setting
Please indicate location, date and hours of observation(s): _____

Please write a short account of your educational background and experience, and give the reasons for your interest in Montessori education. Include any experience you have working with young children. (You may continue on the back of this page.)

REGISTRATION FEE - Please attach a cheque to this form.	\$100.00
TUITION FEE – Due upon acceptance into the course	<u>\$590.00</u>
TOTAL COST OF COURSE	<u>\$690.00</u>

We accept cash or cheque payable to West-Mont School. NSF cheques will be assessed a \$25.00 administration fee.

Please read the attached Terms and Conditions of Enrolment thoroughly, then sign below.

I have read the Terms and Conditions of Enrolment and agree to the conditions stated.

Signature

Date

WEST-MONT MONTESSORI TEACHER TRAINING PROGRAM

AND THE MONTESSORI PARTNERSHIP

MONTESSORI EARLY YEARS EDUCATION

TERMS AND CONDITIONS OF ENROLMENT

1. The West-Mont Montessori Teacher Training Program (WMTTP) and The Montessori Partnership require students to submit all coursework as directed, attend course sessions and sit all examinations, and abide by the regulations given in the *Student Handbook*.
2. If your coursework is incomplete, of an unacceptable standard, or if you do not pass the final diploma or certificate examinations, a Certificate and/or Diploma will not be awarded.
3. If course fees and/or examination fees are unpaid, or only partially paid, a Certificate and/or Diploma will not be awarded.
4. Payment of all or an agreed part of a course fee is required upon enrolment, at which point an application becomes a contract and you become bound by these terms and conditions. Failure on your part to adhere to the study programme in no way affects your liability to complete payment of the full course fee. Action will be taken to ensure payment of all outstanding fees is made and any expenses incurred by the WMTTP and /or the Montessori Partnership in this process, whether by means of a debt collection agency or through the courts will be added to the outstanding bill.
5. No refund of monies paid will normally be made in respect of cancellation. However, where there are extenuating circumstances a refund may be considered at the sole discretion of the WMTTP and /or the Montessori Partnership. Courses are not transferable to other persons.
6. The WMTTP and /or the Montessori Partnership reserve the right to vary the published course schedule or curriculum components at any time should circumstances so dictate, and to require a student to terminate a course at any time if that student does not fulfil the requirements of the course.
7. Any course materials, whether written, diagrammatic, photographic, electronic or in any other format, and all associated documentation that are the intellectual property of The WMTTP and /or the Montessori Partners, and are made available to you as a registered student for your sole and exclusive use as you follow your chosen course of study may not be photocopied or reproduced in any way, nor disseminated to other people without the express prior written permission of The WMTTP and /or the Montessori Partnership.
8. The Appeals Procedure detailed in the *Student Handbook* is to be followed in the event of any grievance arising.
9. The WMTTP and /or the Montessori Partnership reserve the right to terminate a student's course of study where the student's conduct gives grounds for dismissal.

I have read and understood the information given about the course in the course prospectus and the *Student Handbook*. I agree to abide by the terms and conditions as given above.

Signed: Date: