

- Elementary Academic Year Course
Elementary Course (ages 6-12) 3-Summer Course
A to I Block Training 2-Fall Course

AMI TRAINING APPLICATION

MONTESSORI INSTITUTE OF ATLANTA

SECTION A: PERSONAL DATA

Last Name	First Name	M.I.	Home Phone	Cell Phone
Street	City	State	Country	Zip/Postal Code
Birthplace	Birthdate	Citizenship	Occupation	
OPTIONAL: Name of Spouse (if married)			OPTIONAL: Ages of Children (if any)	

SECTION B: SUPPORTING DATA

1. Education: College/University: Please begin with the most recent.

Name	Location	Entered		Last		Degree Granted	Date Awarded
		Month	Year	Month	Year		

It is the applicant's responsibility to contact each college/university to have original transcripts sent directly to: Montessori Institute of Atlanta: PMB 312, 884 Woodstock Road, Suite 430, Roswell, GA 30075.

1a. Montessori Training: Please list in chronological order. Do not include workshops.

Name	Location	Diploma/Certificate	Degree Granted	Date Awarded

2. Work Experience: Please submit a current resume that details your work experiences and responsibilities beginning with the most recent.

3. References: List THREE (professional associates only). Send blank recommendation forms to your references. If applicant has another AMI diploma, one reference should come from the Director of Training of that course. Please direct those providing the recommendations to send them directly to MIA in a timely manner.

Name	Address	Position

4. Personal Essay: Write an autobiographical essay, 3 pages in length. Include details about experiences that have led you to this decision.

5. Please give short answers (approximately a paragraph for each) **to the following questions:**

1. Why do you want to take the Montessori Course?
2. What special qualifications do you think you bring to this work?
3. How do you intend to use your training?
4. What informed your decision to apply to Montessori Institute of Atlanta?

SECTION C: APPLICATION CHECKLIST

If submitting hard copies, please forward application, resume, essay, and answers to questions to:
Montessori Institute Atlanta / PMB312 885 Woodstock Road, Suite 430 / Roswell, GA 30075

- Application:** (Sections A & B, including Personal Essay and Answers to Questions)
- Application fee:** All application fees are Non-refundable.
3 year program: \$100US if before March 1st, \$150 after March 1st.
Academic Year: If before May 1st \$100. After May 1st, \$150
A to I Block Training: If before May 1st \$100. After May 1st \$150
- Recommendations:** Whether submitting online or mailing hard copies, fill out your part of the recommendation forms, and forward them to your three references with directions to complete them and write letters of recommendation in a timely manner. These need to be sent directly to Montessori Institute of Atlanta. It is helpful if you provide pre-addressed, stamped envelopes to expedite the process. MIA requires originals even if letters have been scanned and emailed.
- Transcripts:** One original transcript from each college or graduate school attended.

Additional information for applicants with transcripts from countries other than the USA and for international (and non-US resident) applicants:

- Foreign transcripts must be translated and evaluated.** Official transcripts must be translated into English and certified as equivalent to a United States bachelor's degree. Both the original language transcript and the translated transcript must be submitted. Certification of the applicant's documentation can be obtained from (WES) World Education Service, P.O. Box 745, Old Chelsea Station, New York, NY 10113 (212-966-6311) or www.wes.org.
- TOEFL** (Test of English as a Foreign Language) scores (non-native speakers of English only)
- In order to meet these additional requirements, such applicants are advised to begin the application process six months prior to the opening date of the course.*

After application documentation has been received, you will be contacted to schedule a personal interview with a representative of the training center. A decision regarding acceptance will be made after the interview.

After acceptance, you will be asked to forward two (2) recent passport-sized photographs to the Montessori Institute of Atlanta office in Atlanta, along with your tuition deposit and signed student contract. You will also receive a health form and an emergency contact form that need to be on file with us before the course begins.

SECTION D: SIGNATURE

I hereby certify that all information supplied by me is true and correct to the best of my knowledge.
I understand that falsification of information on this application is grounds for non-admission or immediate dismissal from the program.

Signature

Date

NON-DISCRIMINATION CLAUSE

Montessori Institute of Atlanta admits students of any race, religion, national origin, ancestry, age, gender, sexual preference, handicap, or veteran status, or all rights, privileges, programs and activities, and does not discriminate in administration of its educational or admissions policies.