



MONTESSORI TEACHER TRAINING INSTITUTE

PAYMENT SCHEDULE

2015-2016

- A. Tuition shall be \$4100.00 payable to MTTI. In addition, fees of *\$373.00 are due and payable to MTTI on the amounts due to the American Montessori Society (AMS) and the Montessori Accreditation Council for Teacher Education (MACTE). These fees cover a two-year membership. Tuition is payable as follows:
- 1) A deposit of \$800 is due with the application. When an adult learner is accepted and confirms enrollment, the balance of \$3673.00 will be due. AMS/MACTE Fees are due by September 1st. Extended payment plans are available (see below).
 - 2) If an applicant is not accepted, a \$70.00 Processing Fee is retained by MTTI. If an applicant is accepted and fails to confirm or cancels before September 1st, \$300.00 will be retained by MTTI and the balance of fees paid will be returned to the applicant. If the cancellation occurs after September 1st, MTTI will retain \$500.00 of the fees paid.
 - 3) No adult learner may enter this program without a high school diploma. No exceptions are made to this rule.
- B. Adult learners who drop or **are dismissed for poor attendance or poor performance** after the course begins will forfeit all AMS/MACTE Fees and \$1000.00 of any payments made to MTTI. Tuition payments made in excess of \$1000.00 will be refunded on the basis of \$8.50 per hour for each hour of the Academic Phase remaining after the official notice of resignation has been received in writing by the MTTI Course Director.
- C. Any adult learner who withdraws for medical reasons after commencing to attend, and who present a certificate from a licensed physician will forfeit all AMS/MACTE Fees and \$800.00 of any payments made to MTTI. Tuition payments made in excess of \$800.00 will be refunded within 90 days on the basis of \$8.50 per hour of the academic class hours not attended remaining after the official notice of resignation has been received via the US mail, registered mail, return receipt in writing by the MTTI Course Director.
- D. The course has never been canceled. However, in the event cancellation is necessary only as a result of an act of God, a natural disaster, or an act of war, arrangements will be made for the course to be given at a subsequent date with no additional charge. In the event that the course is canceled in entirety, all fees paid, with the exception of \$800.00, will be returned to the adult learner within 120 days. If the course is not rescheduled, all fees paid, with the exception of \$800.00, will be refunded 30 days thereafter.
- E. **Extended Payment Plans**

Payment Due Date	Plan A	Plan B (\$100 Plan Fee included in first payment)	Plan C (\$200 Plan Fee included in monthly payments)
With Application	\$800	\$800	\$800
September 1	*\$373 (AMS/MACTE Fee)	*\$373 (AMS/MACTE Fee)	*\$373 (AMS/MACTE Fee)
October 1	\$3300	\$1100 + \$100 Plan Fee = \$1200	\$438
November 1			\$438
December 1			\$438
January 1		\$1100	\$438
February 1			\$438
March 1			\$438
April 1		\$1100	\$438
May 1			\$434
Totals	\$4473	\$4573	\$4673

**AMS/MACTE Fees are subject to change*

A fee will be charged for any returned check. A \$25.00 Late Fee will be assessed to unpaid monthly bills on the 26th of any month a payment is due. If any account is 60 days past due, all services to adult learner will cease. The adult learner will be held responsible for making up any work during the period of any missed classes. **AMS requires that adult learners must have 90% class attendance for certification.**

ALL FEES MUST BE PAID AND WORK COMPLETED BEFORE VERIFICATION IS ISSUED AND BEFORE TRANSCRIPTS AND TEACHER CREDENTIALS ARE RELEASED.