

Metropolitan State University
Early Childhood Assessment Program, Psychology Department
College Credits for Training Offered in the Community
AMI Primary Training

Information for Students

1. Students enrolled in The Montessori Training Center of Minnesota, Inc., St. Paul, Minnesota, who meet Metropolitan State University admissions requirements, may have competencies gained through The Montessori Training Center assessed for academic credit at Metropolitan State University. The Montessori Training Center is accredited by The Association Montessori International.
2. The Montessori competencies will be accepted toward the Metropolitan State undergraduate Psychology Major and the Early Childhood Studies Major with a focus in Montessori Primary (3-6 years) Education.
3. The Montessori competencies total 20 undergraduate semester credits.

Undergraduate courses:

- Foundations of the Montessori Method (3 credits)
 - Child Development (3 credits)
 - Montessori Curriculum and Methods for Young Children (6 credits)
 - Montessori Child Observation and Assessment (2 credits)
 - Application of Knowledge/Practicum (6 credits)
4. Montessori students will have met the following major requirements for the:

Psychology Major

- Core courses: The developmental psychology requirement fulfilled.
- Psychology Electives requirement fulfilled.
- Application of Knowledge requirement fulfilled.

Early Childhood Studies Major

- Core courses: The Child Psychology requirement fulfilled.
- Early Childhood Studies Electives requirement fulfilled.
- Early Childhood Studies Internship requirement fulfilled.

5. Montessori students may register for Montessori competencies any semester at Metropolitan State University, but not later than two years after fulfilling the requirements of The Montessori Training Center program.
6. Students wishing assistance with Metropolitan State University admissions should contact the Admissions Office at (651) 793-1300 or e-mail: Admission.Metro@metrostate.edu. You can also visit the Admissions website at <http://www.metrostate.edu/admissions/index.html>. Students must be admitted to Metropolitan State prior to registering for Montessori competencies. However, students do not need to be Metropolitan State University students prior to taking the classes at the Montessori Training Center.
7. Cost: Effective Spring Semester 2016, the cost for undergraduate credit will be \$131.25. This is a 40% savings for students compared to the tuition fee for courses (Spring semester 2016 undergraduate tuition per credit is \$218.78 for courses). Students should check the website for the most current cost for prior learning assessment. <http://www.metrostate.edu/msweb/pathway/tuition/costs.html>
8. To register for Montessori competence assessment at Metropolitan State, students should follow these steps:

Steps to Earning Credit

The steps to earning Metropolitan State University credits are simple, but each step is important and necessary to complete.

Step 1: Fill out **Part A** of the Quick Start Registration Form (attached).

Step 2: Scan a copy of your Metropolitan State University ID card.

Step 3: Scan a copy of your Montessori Primary Training Completion Certificate.

Step 4: Email the Quick Start Registration Form, a copy of your Metropolitan State University ID card, a copy of your Montessori Primary Training Completion Certificate to charlotte.nitardy@metrostate.edu.

Email is the preferred and quickest way to get the information to us. However, you can also mail the forms to:

Early Childhood Assessment Coordinator
Psychology Department, Suite 101
Metropolitan State University
1450 Energy Park Drive
St. Paul, MN 55108

By submitting your documents, you are indicating that you have not previously received college credit for this subject at any college or university. Metropolitan State University's Early Childhood Assessment Program follows the Council of Adult and Experiential Learning guidelines that state: *Prior learning must be independent from credits previously transcribed at other institutions of higher education.*

What happens after you send your application materials?

- The Early Childhood Assessment Program (ECAP) will review your documents for approval. If approved, ECAP will submit your course application materials to the Metropolitan State University Registration Office.
- Metropolitan State University Business Office will bill you for the course.
- Metropolitan State operates on a semester system. All application paperwork must be received by the semester registration deadline in order for your grade/transcript to be available the end of that semester.
- The grade will be posted on the student's transcript as an "S", competence satisfactorily completed, or "NC", no competence unsatisfactory work.

Please note that Metropolitan State University does not mail grades to students. If you need a copy of your grades or transcript call the Records Office Transcript Help Line at 651-793-1233 or visit <http://www.metrostate.edu/registration/records.html>.

Where do I get more information?

For more information about the Early Childhood Assessment Program, visit our website at <http://www.metrostate.edu/msweb/explore/chcps/departments/ecap/> or send an email to charlotte.nitardy@metrostate.edu. For more information about Montessori Training, contact The Montessori Training Center of Minnesota.

**Metropolitan State University
Early Childhood Assessment Program
Quick Start Registration Form**

Part A

To be completed by student

Date: _____

Name

Address

City/State/Zip

Phone (H) _____
(W) _____

E-mail address

Student ID or *Social Security Number:

(* Note: This information is voluntary.)

Part B

Office Use Only

Check all that apply:

- Contacted Student
Agency: _____
- Community Faculty assigned
Name: _____
- Form A received
OR
- Form B received
- Documents copied
- Fees and forms submitted to Registrar
- Student evaluated
Credit awarded: yes no

Part C

Office Use Only

Course Title	Letter Grade	Pass/No Pass	Faculty Evaluator or Trainer	# of Credits
			TOTAL CREDITS	

Tuition and Fees

_ Credits @ \$_____ per credit	\$_____
Total Due	\$_____