

## Entry Requirement

- High school or above
- Have a good standard of written English
- Have the ability to submit assignments on time

## Enrollment

### In person

1. Make an appointment & come to our Office, 6/F room 601 to submit application form.
2. Pay either full fee or first installment with payment slip(s) given at Member Services Counter, G/F.
3. Collection of manuals will be 2 weeks after enrollment. We will contact you individually for details.
4. Submit 1st set of assignments 2 months after your get your manuals.

### By post

1. Complete an application form and pay full fee or first installment by CHEQUE payable to “**YMCA of Hong Kong**” and our postal address is listed below:

Rm 601 Office, YMCA of Hong Kong  
41 Salisbury Road, Tsim Sha Tsui

## Orientation Session

Join us at our coming **FREE Orientation Session** to know more about the programs and view our manuals.

**<Reservation by phone or email>**

**Date:** 3<sup>rd</sup> Mar 2024 (Sun)

**Time:** 14:30

**Venue:** Rm 603, YMCA of HK, 41 Salisbury Road, Tsim Sha Tsui

## Enquiry

**Tel :** 2268-7096 (DH Unit)

**Email:** [samleung@ymcahk.org.hk](mailto:samleung@ymcahk.org.hk)

# Montessori Teaching Diploma Program

**[For Overseas Domestic Workers ONLY]**

## What is NAMC?

The North American Montessori Center (NAMC) in Canada has been in operation since 1996, providing professional Montessori distance education programs to individuals throughout North America and around the globe.

## What is Montessori?

The Montessori method of teaching aims for the fullest possible development of the whole child for life's rich experiences. Montessori teachers are trained facilitators in the classroom to assist and direct. They stimulate the child's enthusiasm for learning and to guide it, without interfering with the child's natural desire to teach himself and become independent.

*Our distance education program offers a comprehensive curriculum, gives you a better chance to acquire employment in Montessori environments. If you love children and want to teach, we recommend this course to you.*



## Infant/Toddler (Birth - 3) Diploma Program

The program is divided into **3 separate components**. Each component must be completed within a 2-month period, for a total of **6 months**. Assignments which correspond with the **7 curriculum manuals** are to be submitted by email or mail to NAMC for marking. A tutor will be assigned to you to provide guidance throughout your program of study. Assessment is based on assignments only, no exam.

### Curriculum

Component 1	Component 2	Component 3
<ul style="list-style-type: none"> <li>• Montessori 0-3 Classroom Guide</li> <li>• Infants A</li> <li>• Infants B</li> </ul>	<ul style="list-style-type: none"> <li>• Toddlers A</li> <li>• Toddlers B</li> </ul>	<ul style="list-style-type: none"> <li>• Twos A</li> <li>• Twos B</li> </ul>

**Payment** [\[For overseas domestic workers ONLY\]](#)

**Total = \$10,179** (*Cash & Cheque ONLY*)

1<sup>st</sup> & 2<sup>nd</sup> installment = \$1,257

3<sup>rd</sup> installment = \$1,162

4<sup>th</sup> – 10<sup>th</sup> installment = \$929@

<i>Fee includes:</i>	<i>Fee does <b>NOT</b> include:</i>
<ul style="list-style-type: none"> <li>❖ Black &amp; White colour manuals;</li> <li>❖ Assignments;</li> <li>❖ Tutor's support;</li> <li>❖ Diploma</li> </ul>	<ul style="list-style-type: none"> <li>❖ Curriculum support materials on CD;</li> <li>❖ Transcript;</li> <li>❖ Cost of sending assignments to Canada</li> </ul>

*Upon successful completion of your program, a diploma will be issued by NAMC. NAMC's Montessori diplomas are recognized internationally.*

## Preschool/Kindergarten (3-6) Montessori Diploma Program

The program is divided into **3 separate components**. Each component must be completed within a 2-month period, for a total of **6 months**. Assignments which correspond with the **6 curriculum manuals** are to be submitted by email or mail to NAMC for marking. A tutor will be assigned to you to provide guidance throughout your program of study. Assessment is based on assignments only, no exam. You are required to attend a 4-hour practice session at the YMCA of HK to familiarize yourself with the Montessori materials.

### Curriculum

Component 1	Component 2	Component 3
<ul style="list-style-type: none"> <li>• Montessori 3-6 Classroom Guide</li> <li>• Practical Life</li> </ul>	<ul style="list-style-type: none"> <li>• Sensorial Development &amp; Music</li> <li>• Language Arts</li> </ul>	<ul style="list-style-type: none"> <li>• Mathematics</li> <li>• Culture &amp; Science</li> </ul>

**Payment** [\[For overseas domestic workers ONLY\]](#)

**Total = \$10,600** (*Cash & Cheque ONLY*)

1<sup>st</sup> & 2<sup>nd</sup> installment = \$1,236

3<sup>rd</sup> installment = \$1,226

4<sup>th</sup> – 10<sup>th</sup> installment = \$986@

<i>Fee includes:</i>	<i>Fee does <b>NOT</b> include:</i>
<ul style="list-style-type: none"> <li>❖ Black &amp; White colour manuals;</li> <li>❖ Assignments;</li> <li>❖ Tutor's support;</li> <li>❖ 1-year access to online training videos</li> <li>❖ Diploma</li> </ul>	<ul style="list-style-type: none"> <li>❖ 4-hour Familiarization</li> <li>❖ Blackline Masters CD;</li> <li>❖ Transcript</li> <li>❖ Cost of sending assignments to Canada</li> </ul>



# APPLICATION FOR NAMC MONTESSORI TEACHING DIPLOMA

## A. Personal Particulars

1. LAST NAME | \_\_\_\_\_

2. OTHER NAMES | \_\_\_\_\_

**3. WHAT NAME DO YOU WANT TO BE PRINTED ON YOUR DIPLOMA?**

\_\_\_\_\_

4. HKID no. \_\_\_\_\_ 5. Nationality: \_\_\_\_\_

ATTACHED XEROX COPY OF 1ST PAGE OF YOUR DH CONTRACT, HKID CARD, OTHER PASSPORT(S)

6. Tel : (HOME) \_\_\_\_\_ (MOBILE) \_\_\_\_\_ Time to call: \_\_\_\_\_

7. E-mail address: \_\_\_\_\_

8. Address in HK: \_\_\_\_\_

\_\_\_\_\_

9. Date of Birth: \_\_\_\_\_  
Month Day Year

10. Standard of education (please ✓ whichever is appropriate)

High School Graduate  Higher Certificate/Diploma  College/University Graduate

## B. Program Application

11. I hereby make application for the (please ✓ whichever is appropriate)

**NAMC Infant/ Toddler (0-3) Montessori Diploma Program - DH**

**NAMC Preschool/Kindergarten (3-6) Montessori Diploma Program - DH**

12. I understand that I must have access to a high-speed internet connection for the program.

**C. Resources and Fees**

- 13. The NAMC Infant/Toddler (0-3) Montessori Diploma Program - DH includes 7 black and white photocopied curriculum manuals.
- 14. The NAMC Preschool/Kindergarten (3-6) Montessori Diploma Program - DH includes 6 black and white photocopied curriculum manuals (copyright 2006-2013), one year online access to professionally produced demonstration videos that follow the curriculum manuals and Familiarization sessions as provided by the YMCA of Hong Kong. The 3-6 Preschool/Kindergarten curriculum is the well-loved former edition of the 3-6 program that is still currently in use for training around the world.
- 15. Both diploma programs also provide a personal tutor, assignments, marking and evaluation, and upon successful completion, your diploma will be presented by the YMCA of Hong Kong. A personal tutor will be assigned to you for the duration of the program, and she may be accessed by email, Skype or telephone to assist you with your assignments and offer support and guidance.
- 16. **Waiver for NAMC Preschool/Kindergarten (3-6) Montessori Diploma Program – DH students only:** I acknowledge that there is a new 3-6 Early Childhood curriculum that is not part of my 3-6 Preschool/Kindergarten Diploma Program: \_\_\_\_\_

Signature of 3-6 Applicant \_\_\_\_\_ Date \_\_\_\_\_

Infant/Toddler (0-3) Domestic Helper	
PAYMENT NO.	ENROLLMENT FEE
	Hong Kong Dollars
1	\$1,257
2	\$1,257
3	\$1,162
4	\$929
5	\$929
6	\$929
7	\$929
8	\$929
9	\$929
10	\$929
<b>Total</b>	<b>\$10,179</b>

Preschool/Kindergarten (3-6) Domestic Helper	
PAYMENT NO.	ENROLLMENT FEE
	Hong Kong Dollars
1	\$1,236
2	\$1,236
3	\$1,226
4	\$986
5	\$986
6	\$986
7	\$986
8	\$986
9	\$986
10	\$986
<b>Total</b>	<b>\$10,600</b>

- 17. Regarding withdrawals, dismissals and extensions please consult the YMCA of Hong Kong.

**D. Declaration**

- 18. I understand that the full cost of the Infant/ Toddler Program is HK\$10,179 and the Preschool/Kindergarten Program (former 3-6 edition) is HK\$10,600. The program fees include all materials but exclude any costs involved in mailing/ e-mailing assignments to Canada. Tuition will be paid in 10 installments or less.
- 19. I have read and understood the Terms and Conditions of the diploma programs and will conform to these.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Signature of YMCA of Hong Kong Representative

\_\_\_\_\_  
Date Signed

**E. Source of Information**

**Please take a minute to answer the following:**

20. What is/are the reason(s) for applying for this program? (**Can choose more than one**)

- a) For personal career opportunities
- b) To be able to teach my own children
- c) Personal interest
- d) Others (Please specify: \_\_\_\_\_)

21. How do you know this program?

- a) YMCA's website
- b) NAMC's website
- c) Quarterly Flyer
- d) Friend
- e) Others (Please specify: \_\_\_\_\_)

**FOR OFFICE USE ONLY**

Student name: \_\_\_\_\_

Student no.: \_\_\_\_\_

Monthly Payment	Date	Assignments/ Familiarization	Date
1 <sup>st</sup> payment: HK\$		Assignment deadline – 1 <sup>st</sup> set	
2 <sup>nd</sup> payment: HK\$		Assignment deadline – 2 <sup>nd</sup> set	
3 <sup>rd</sup> payment: HK\$		Assignment deadline – 3 <sup>rd</sup> set	
4 <sup>th</sup> payment: HK\$		Familiarization – sensorial	
5 <sup>th</sup> payment: HK\$		Familiarization – math	
6 <sup>th</sup> payment: HK\$		Familiarization fee	
7 <sup>th</sup> payment: HK\$		Transcript fee	
8 <sup>th</sup> payment: HK\$		Extension fee	
9 <sup>th</sup> payment: HK\$		Re-registration fee	
10 <sup>th</sup> payment: HK\$		Re-instatement fee (USD200)	
Diploma/ Transcript	Signature	Date	Remarks
Arrival of Diploma	N.A.		
Pick up of Diploma			
Arrival of Transcript	N.A.		
Pick up of Transcript			