



SUBMIT YOUR APPLICATION

1. [Course Dates and Fees](#)

2. **Complete the Application Form**

[2020-2021 Infant Toddler \(Birth to Three\) Diploma Program, Summer Mode Application form](#)

[2020-2021 Early Childhood \(2 ½ through 6\) Diploma Program, Full-time and Part Time Application form](#)

[2020-2021 Elementary \(6 through 12\) Diploma Program, Summer Mode and Full-time Application form](#)

3. **Provide supporting (Admission Requirements see below) documents:**

- Official transcript or Educational Credential Assessment
- Resume
- Recommendations
- Observation Report
- Vulnerable Sector Screening
- Application fee

4. **Submit your application package**, in PDF format, to tmi@tmsschool.ca.

If you prefer to submit your application by mail, please mail to:

Registrar

Toronto Montessori Institute

8569 Bayview Avenue

Richmond Hill, ON L4B 3M7

5. On receipt of your application, TMI will send you an email as receipt of your application package.

Toronto Montessori Institute

www.tmi.edu

6. **Admission Interview** - TMI will contact you via email to schedule a date for your admission interview and English Assessment. Due to COVID-19 pandemic interviews will be held via *Google Meet*.
7. **English Assessment** - following your admission interview, TMI will send the English Assessment to you by email within 24 hours. You must submit the completed English Assessment within 48 hours after receiving it to the Registrar's office at tmi@tmschool.ca. TMI will confirm its receipt via email.
8. **Acceptance for Admission** - On satisfying the admission requirements, a Letter of Acceptance will be sent to you via email within two weeks of completing your admission interview and English Assessment.
9. **Questions** - Please contact the Registrar's office at tmi@tmsschool.ca or by telephone at 905-889-6882 ext. 2242. **Office hours are Monday to Friday 8:00 am to 4:00 pm.**

ADMISSION REQUIREMENTS

Educational Credential requirements:

Infant Toddler (Birth to 3) Diploma: An undergraduate degree from an accredited university or its equivalent or ECE Diploma.

Early Childhood (2 ½ through 6) Diploma: An undergraduate degree from an accredited university or its equivalent or ECE Diploma.

Elementary I & II (6 through 12) Diploma: An undergraduate degree from an accredited university or its equivalent.

Mature students will be considered on an individual basis.

General admission requirements for all programs:

- Experience with children is highly recommended
- An official transcript of all university/college work. Credentials obtained outside of Canada require an evaluation to determine the Canadian educational equivalence. This evaluation must support the educational requirements for the program to which you are applying.

Credential evaluation services are available through [World Education Services \(WES\)](#), [ICAS Canada](#) and [University of Toronto Comparative Education Service](#)

- A current resume
- Three letters of recommendation, preferably one academic, one business and one from a person of long-time acquaintance. If you are unable to obtain an academic recommendation, please submit two business and one personal recommendation [2020-2021 Recommendation Form - All programs](#)
- A written report of observation in a Montessori classroom at an age level appropriate to the course for which you are applying. To assist you in completing the observation report, TMI will provide online resources. Please contact our Registrar at tmi@tmsschool.ca for links to online resources.
- A Vulnerable Sector Screening obtained within six months of the application. To apply for a Vulnerable Sector Screening online please visit your Regional Police website. If you reside in the City of Toronto, please contact our Registrar at tmi@tmsschool.ca to obtain the *Consent to Disclosure (Vulnerable Sector Screening) form*.
Links to regional police websites are provided below.
 - [York Regional Police](#)
 - [City of Toronto](#)
 - [Peel Regional Police](#)
 - [Durham Regional Police](#)
 - [Halton Regional Police](#)
- Non-refundable application fee - this fee can be paid by cheque, credit card (Visa and MasterCard). Please contact the Registrar's Office at 905-889-6882 ext. 2242. **Do not send credit card information by email.**