

AMH Admissions Process

Eligibility

To begin the AMH program for a new family joining the school, there are two bright line requirements: 1) the child must be three years of age as of December 31st of the enrollment year; and 2) the child must be developmentally ready to start the AMH program, which includes being fully toilet-trained. These requirements generally will bring children into the program during the ideal start time window which is between 2 ½ and 3 ½ years of age. Children who turn four years of age before September 1st of the enrollment year are not eligible to start the program unless they have previous Montessori experience.

Open Houses

Twice in each school year, AMH holds an open house where prospective parents may visit the school and talk with administrative staff and the directresses about the school and the Montessori philosophy. Please return the open house invitation form if you would like to receive invitations to the open houses, but are not ready to apply.

Application and Wait List Management

The only way to be placed on the AMH wait list is to return the AMH application form with the application fee to the school. Application may be made at any time and does not require a visit to the school or an observation of the classroom. A family is free at any time to contact the school regarding receipt of an application and status of the wait list. AMH does not assign wait list numbers; many factors are considered in the enrollment process, application date being one of them. Only families with a realistic chance of enrollment are later offered the opportunity to observe the classroom and have their child meet a directress. The wait list is on-going from year to year and a family remains on the wait list until it notifies the school it wishes to be removed or the child on the wait list is no longer age-eligible for enrollment. AMH only contacts those families who it is inviting for observations and child visits.

Application for Current Students, Their Siblings and Siblings of Alumni

In December, AMH requires current families to inform the school regarding whether current students will be returning and whether siblings of current students are interested in enrolling for the next school year. Next applications of siblings of AMH alumni are considered. During this time frame, the school also considers a number of factors (age, gender, previous Montessori experience, application date, program needs, among other factors) in order to achieve classroom balance. With this information, AMH is able to determine approximately what spots are available for fall enrollment in the morning, ¾ day, and extended day programs for new families the following school year.

Recruitment of New Families—The Observation and Child Visit

With the number of available openings determined, AMH will begin to contact new families who have applied for fall enrollment. Before an offer of enrollment is made, AMH requires: 1) a parent (or both) to observe the classroom (the “observation”) and 2) a directress to meet with the child (the “child visit”). These steps generally take two to three weeks to accomplish for each family, and AMH conducts observations and child visits on a regular basis throughout the winter and spring.

AMH asks that parents first observe the classroom in order to ensure that the family continues to be interested in the Montessori approach for their child. Assuming the family continues to be interested, an arrangement is made for the child to visit with the directress.

The child visit is an opportunity to meet and observe the child and get a sense of developmental readiness. If at the time of the visit the child is 2 ½ or younger, AMH understands that children grow and develop at amazing rates during this time frame and takes that into account when visiting with a child. Many children at the time of the child visit are not toilet trained, but AMH does require the child to be toilet trained by his or her first day of school. Completion of the observation and child visit is not a guarantee of an offer of enrollment.

Enrollment Decisions

Throughout late winter and spring, AMH staff meets on a regular basis to discuss the status of enrollment (available openings, scheduled observations, child visits) and determine which families are to be offered enrollment at AMH. The most important consideration in making offers of enrollment is the balance of age and gender in the classroom; in addition, as mentioned above, other factors—previous Montessori experience and program needs, for example, are also considered. Offers of enrollment are made on an individual basis until AMH has acceptances for all available openings. AMH cannot have outstanding offers to more families than there are available openings, and as such, the offer and acceptance periods may take longer than expected. Ideally, AMH works to complete enrollment in May.

The application and open house forms are included. If you have any lingering questions, please do not hesitate to call the AMH office for further information.

Again, thank you for taking the time to consider enrollment at AMH.