

Austin Montessori School Enrollment Policy

We are pleased that you are considering Austin Montessori School for your family. This document outlines the process/procedures for enrollment into the Early Childhood, Elementary, and Adolescent programs. Applying to Austin Montessori is a multi-step process and requires advanced planning and allocation of time. An overview of the process of inquiry through enrollment is found [on our website here](#).

Applications will be reviewed upon submission of an enrollment application via our [myAMS online portal](#) and payment of the non-refundable \$100 application fee. Families are also required to attend a series of program-specific prospective family education events, visit their preferred campus, and provide supporting information as needed.

Applications to Austin Montessori School

Austin Montessori School actively seeks families that share in our school's mission. The school accepts student applications for the following:

The Youngest Children's Community: Children enter the program between the ages of 16 and 20 months once they are stable walkers. Families who have completed the application process but have not been placed in the Young Children's Community by the age of 20 months are moved to the applicant pool for the Children's House.

The Children's House: Children enter this program between two years and ten months and three years and six months of age. At this age, prior Montessori school experience is not necessary. Children must be fully toilet-independent and able to dress/undress independently. For a description of how Austin Montessori School defines toilet independence, [please refer to this document](#).

Elementary: This program serves children ages 6 to 12 years old (the equivalent of grades 1 through 6).

- Prior Montessori school experience is **preferred** for the Early Elementary - children ages 6 to 9 years old (the equivalent of grades 1 through 3).
- Prior Montessori school experience is **preferred** for the Upper Elementary - children ages 9 to 12 years old (the equivalent of grades 4 through 6).

Adolescent Community: This program serves ages 12 to 15 years old (the equivalent of grades 7 through 9). Prior Montessori school experience is **preferred**.

Prospective Parent Education

Prospective parent education offerings enable parents to make informed decisions on whether the school is the right fit for their child and family. The following presentations are offered and are the first steps in getting to know the school:

- Montessori 101
- Introduction to the Youngest Children's Community
- Toilet Learning: From Diapering to Conquering the Throne
- Introduction to the Children's House
- What is Montessori for the Elementary Child?
- The Montessori Early Elementary Experience
- The Montessori Upper Elementary Experience
- What is a Montessori Middle School?
- The Montessori Adolescent Experience

When a family initiates the application process, an invitation will be sent indicating which presentations are required in order to complete the application process.

Registration links for admissions events can be found [here](#).

Enrollment Priority Policy

Austin Montessori School is the only Association Montessori Internationale (AMI) recognized school in the Austin area, offering the full range of Montessori education, with levels from the Youngest Children's Community through the Adolescent Community. Our school's mission is to provide families with a comprehensive Montessori education through early adolescence (9th grade). We keep this mission foremost in mind when enrolling new children.

Priority enrollment is given to younger siblings of children currently enrolled in our Elementary and Adolescent programs. Priority enrollment is also offered to families whose older siblings have maintained enrollment in our school.

The Waiting Pool of Applicants

If there is no immediate opening for a child to start in the program, their application is added to a waiting pool of applicants.

The Youngest Children's Community Waiting Pool: Admission into the Youngest Children's Community is on a rolling basis. When a space is available, the Enrollment Office will select from the waiting pool to offer an eligible applicant the space. Applicants who have not been placed in the Youngest Children's Community are moved to the applicant pool for the Children's House to be considered for enrollment for an upcoming school year.

The Children's House Applicant Pool: Although there is rolling placement into the Children's House from the Youngest Children's Community, children new to Austin Montessori School typically begin in the Children's House at the beginning of the school year. Rolling admission for new children applying to the Children's House program will be considered if space is available.

Elementary and Adolescent Programs Applicant Pools: Mid-year enrollment at these levels will be considered for students transferring directly from another Montessori school, if space is available. Applications for a future school year are placed in their respective applicant pool for consideration.

Admissions Selection Criteria

Once the application and all supporting documentation have been submitted, the application is sent to an Admissions Committee for review. In addition to considering the enrollment priorities shared above, a number of additional criteria inform the admissions decision. These criteria include but are not limited to:

- Maintaining a balance of beginning-cycle, mid-cycle, and full-cycle children in each classroom
- Parents' attendance at prospective parent education events
- Previous enrollment at AMS (returning student)
- Siblings currently enrolled at AMS (please see the section on Enrollment Priority Policy)
- Students transferring from another Montessori school

This list is not exhaustive, and the criteria have been provided in no particular order. Also, note that sibling priority is given when the applying family is in good standing with Austin Montessori School, tuition payments are up-to-date, and spaces are available.

Please note that Austin Montessori School does not accept parent requests for specific classrooms.

Administration and faculty work hard to ensure that each child is placed in an environment where her/his needs will be met.

Delaying a Start Date

If a family has signed an enrollment or re-enrollment contract and is not ready to send their child to school because of personal reasons, that family may elect to pay tuition to keep the space available until the child is ready to begin attending regularly. A space held in this manner may not be used for “drop-in” care

Non-Discrimination Policy

Austin Montessori School does not discriminate on the basis of race, religion, color, national origin, sex or gender, disability, or age in providing educational services, activities, and programs. Austin Montessori School complies with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Title II of the Americans with Disabilities Act of 1990 (“ADA”), as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; and any other legally-protected classification or status protected by applicable law.