



REQUIREMENTS FOR SUCCESSFUL PROBATION AND PROGRAM COMPLETION

This program runs over two years. The instruction is given three times yearly at residential training sessions. Many opportunities are provided to strengthen self-discipline which is so essential for successful teaching at all levels. Listed below are the requirements:

1. A minimum of 80% attendance at all courses. 3 late arrivals = 1 class missed and 3 early departures = 1 class missed. If, due to illness or personal emergency, a student must miss a class, they are required to notify the Program Director and, if possible, the instructor whose class will be missed. If attendance is below 80% a make up requirement is issued for the missed classes.
2. Punctuality: Students are required to be punctual with regard to their arrival time at classes as well as with submission of their assignments on their due dates.
3. Completion of required reading assignments is an integral part of the training.
4. Thorough preparation of some oral presentations which are assigned.
5. Completion and submission of written assignments on time and for all courses where this is required. If a student cannot meet a deadline, the student must notify the instructors beforehand and a new deadline can be mutually agreed upon. Assignments must be completed by the end of the course work component of the training.
6. Acceptable standards in form and content for all written work.
7. Completion of all art and craft projects. The standard and quality of these are to be acceptable to the course instructor.
8. Satisfactory reports on the mentor visits, practicum and observation visits.
9. Full payment of tuition fees.
10. Participation in courses. The student must conduct themselves in a manner that does not impede the conduct of the course by an instructor or the participation by the other students.
11. All mentor visits and practicum are to be completed within one year after completing the program.
12. If a student requires a further year after the third year allowance mentioned above to complete the Program, there will be a \$500 fee charged.

13. Any sessions that are missed by students, for whatever reason, may be made up after the completion of the program, in order that such students may reach graduation status with appropriate course hours and credits. This must be accomplished within two years of the end of the original two year program.

REVIEWED 5/24/2024