

## PCTE Fees and Payment Schedule 2023-24

All Level Fees	Fees	Fees, Discounts, and Payments
<b>Application Fee</b>	<b>\$300</b>	Included in the application process are information sessions, a review of eligibility, an interview, and administrative support. This fee is non-refundable and can be applied to a subsequent training cohort.
<b>AMS/MACTE Adult Learner Credentialing Fees</b>	<b>\$420</b>	PCTE collects the certification fees for AMS and MACTE for each adult learner. The fee for AMS includes a 2-year membership.
<b>Materials Fee</b>	<b>\$100</b>	Printed materials and other supplies used during on-campus training.
<b>Program Discounts</b> -Discounts are applied <u>only</u> to the program fee:	<b>5%-15%</b>	<b>5%</b> - for applications received before May 15th <b>10%</b> - when two or more adult learners from the same school enroll <b>15%</b> -When three or more adult learners from the same school enroll
<b>Payment Method</b>	<b>n/a</b>	PCTE uses TADS. This electronic system facilitates the payment of tuition and fees. Once you have been accepted into the program, we will send you information on how to set up your TADS account. You then will be able to conveniently access and process your payments directly through TADS.

Infant - Toddler (I-T)	Fees	Due Dates
<b>Application Fee</b>	<b>\$300</b>	Paid at the time of application submission
<b>3-6 Overview Courses (24 hrs)</b>	<b>\$360</b>	Required for I-T Adult Learners who do not hold an Early Childhood credential. Due September 10th
<b>Program Tuition</b>	<b>\$9,015</b>	<b>Payment Plan 1</b> Two payments of \$4,507 each due on April 10th and September 10th <b>Payment Plan 2</b> Four payments of \$2,253.75 each due April 10th, September 10th, January 10th* and April 10th* <i>*an additional \$50 for administrative fees will be added to the January payment</i>
<b>AMS/MACTE Credentialing Fees</b>	<b>\$420</b>	April 10th
<b>Materials Fee</b>	<b>\$100</b>	April 10th

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Early Childhood (EC)	Fees	Due Dates
<b>Application Fee</b>	<b>\$300</b>	Paid at the time of application submission
<b>Program Tuition Fee</b>	<b>\$9,890</b>	<b>Payment Plan 1</b> Two payments of \$4,945 each due on April 10th and September 10th <b>Payment Plan 2</b> Four payments of \$2,472.50 each due April 10th, September 10th, January 10th* and April 10th* <i>*an additional \$50 for administrative fees will be added to the January payment</i>
<b>AMS/MACTE Credentialing Fees</b>	<b>\$420</b>	April 10th
<b>Materials Fee</b>	<b>\$100</b>	April 10th

Elementary I (EL-I)	Fees	Due Dates
<b>Application Fee</b>	<b>\$300</b>	Paid at the time of application submission
<b>Asynchronous 3-6 Overview Course (40 hrs)</b>	<b>\$600</b>	Required for EL Adult Learners who do not hold an EC credential. Due at enrollment
<b>Program Tuition Fee</b>	<b>\$9,975</b>	<b>Payment Plan 1</b> Two payments of \$4,987.50 each due on April 10th and September 10th <b>Payment Plan 2</b> Four payments of \$2,479.75 each due April 10th, September 10th, January 10th* and April 10th* <i>*an additional \$50 for administrative fees will be added to the January payment</i>
<b>AMS/MACTE Credentialing Fees</b>	<b>\$420</b>	April 10th
<b>Materials Fee</b>	<b>\$100</b>	April 10th
<b>Albums</b>	<b>\$700</b>	April 10th (Manuals are from the Montessori Research and Development Company)

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### Stand Alone Courses

Level	Course	Course Hours	Fees	Due
ALL	<b>Daily Auditing of a single class</b> <i>(audit status means one is not enrolled in the program)</i>	8	\$288	Ten days prior to a class being audited
ALL	<b>Philosophy Course - Asynchronous</b>	34	\$1000	Upon enrollment
Infant- Toddler	<b>Child Development Course - Asynchronous</b>	48	\$1500	Upon enrollment
Early Childhood	<b>Child Development Course- Asynchronous</b>	24	\$750	Upon enrollment
ALL	<b>Assistant Course- Asynchronous</b>	30	\$670	Upon enrollment

### Refund Policy

All refunds are listed below and handled with the approval of the Director and the Business Office.

Withdrawals	Application fee	Program Fee/Tuition	Materials	Student fees MACTE/AMS
<b>Before course begins</b>	No refund	100% refund	No refund	100% refund
<b>Within the first week of the course start date</b>	No refund	75% refund	No refund	100% refund
<b>After the first week of the course start date</b>	No refund	No refund	No refund	No refund
<b>Dismissal</b> Details found in Professional Conduct section	No refund	No refund	No refund	No refund
<b>Course Canceled by PCTE</b>	Full refund	Full refund	Full refund	Full refund

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Other Potential Costs for Adult Learners (all levels)	Fees	Due Dates
<b>Self Directed Fee</b> Additional monthly support/mentorship with PCTE Faculty during the entire Practicum phase.	<b>\$300</b>	Sept 10th - one-time charge covering a 9-month Practicum
<b>Additional Field Consulting Visit</b> (as needed) Charged and scheduled when PCTE Director deems a 4th Field visit is necessary for a credential. Note that AMS highly recommends a 4th field visit for self-directed Interns.	<b>\$250</b> Plus travel expenses**	When the visit occurs
<b>Continuum Fee</b> This fee is billed each month, in two situations: 1) When an adult learner does not complete the course requirements within 6 months of the course end date. 2) When an adult learner reactivates their account after 6 months of the course end date to complete requirements. In both cases, the adult learner must remain in good financial standing.	<b>\$200</b> Per month, until requirements are complete	Billed 1st of each month, beginning 6 months after the course end date until requirements are complete.
<b>Reactivation Fee</b> Files become inactive for Adult Learners who do not complete PCTE requirements within three years of the course end date of their cohort. In this case, a file reactivation fee is required to bring the Adult Learner into good standing with AMS and MACTE. Once an Adult Learner is reactivated, the Continuum fee is charged every month until the Adult Learner completes the course requirements.	<b>\$400</b>	Upon Reactivation date
<b>Field Consultant Visit Travel Expenses</b> When field consultants must travel 20+ miles from PCTE or their home (whichever is closer) to a Practicum site, travel expenses are billed to the adult learner. The expenses may include; mileage, tolls, food and lodging(depending on the distance).		