



# Montessori Training Centre of British Columbia

## CONFIDENTIAL Health Certificate for Montessori Students

### PART I: To be filled in by the Student

Name: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Sex: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Do you have or have you had any serious health problems? \_\_\_\_\_

If yes, please describe and give dates:

\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_ Signature of Student: \_\_\_\_\_

### PART 2: To be filled in by the Examining Physician

I have examined the above named person and certify that s/he is:

1. Free from disease in a communicable form; and
2. In satisfactory physical and mental condition which will permit close association with children without danger to them.

Has this person ever had a serious illness? If so, describe:

\_\_\_\_\_  
\_\_\_\_\_

Please date, sign and affix your Physician Identification stamp to this certificate. The originally signed form must be returned to the student to submit to the Montessori Training Centre of BC.

Date: \_\_\_\_\_ Signature of Physician: \_\_\_\_\_

Print Name of Physician: \_\_\_\_\_

Address: \_\_\_\_\_

**Note: Chest X-Ray or Tuberculin Skin Test is not compulsory. Consult with your physician.**

*“Follow the Child...”*



# Montessori Training Centre of British Columbia

## Confidential Letter of Reference:

The applicant has requested admission to the Montessori Training Centre of British Columbia and has given your name as a personal reference. It would be very helpful to us and the prospective candidate if you would comment on the following general areas of inquiry regarding the applicant.

1. Overall do you support the applicant’s claim to be a suitable individual to work with very young children in a position of great responsibility:
  
2. Briefly, comment on the character and personality:
  
3. Briefly, comment on the applicant’s academic achievements, ability to work independently, and ability to adapt to a rigorous work schedule.
  
4. Areas of concern of which we should be aware:

Name of Applicant: \_\_\_\_\_

Name of Referee: \_\_\_\_\_

Phone and E-mail of Referee: \_\_\_\_\_

Organization and Department: \_\_\_\_\_

Relationship to applicant: \_\_\_\_\_

Length of time known: \_\_\_\_\_

Signature: \_\_\_\_\_

**Please return this reference as soon as possible via email or mail.**

*“Follow the Child...”*



# Montessori Training Centre of British Columbia

## Criminal Record Check Instructions: Canadian

### Canadian and Permanent Resident Applicants:

1. Consent to a Criminal Record Check Form:
  - a. **Part 1:** Fill in, printing **VERY CLEARLY, in black ink**. If you have a Canadian Driver's Licence, your Driver's Licence number must be provided in Part 1.
  - b. **Part 2:** Do not fill out, will be completed by the Montessori Training Centre
  - c. **Part 3:** Sign and date.
  - d. Submit the Consent to a Criminal Record Check form to the Montessori Training Centre along with your completed Application Package.
  - e. **DO NOT FAX THE FORM TO THE MINISTRY OF JUSTICE.** The Montessori Training Centre is required to retain the completed Consent forms on your student records file.
  - f. The Montessori Training Centre will fax your Consent form to the Ministry of Justice and receive your Criminal Record Check results letter. A copy of the results letter will be provided to you for Practicum and Observation purposes.
2. Application for Pre-Authorized Credit Card Usage Form:
  - a. **Part A:** Clearly and carefully print your name in this section.
  - b. **Part C:** Fill in this section answering ALL questions. Incomplete forms will be returned.
  - c. Indicate Payment Type (Visa or MC) and authorize the \$28 payment.
  - d. For "Name of Organization", print Montessori Training Centre of British Columbia.
  - e. Submit the Pre-Authorized Credit Card Usage form to the Training Centre along with your Consent to a Criminal Record Check form.
3. The Ministry of Justice requires that the Training Centre verify each applicant's ID before we are able to fax the forms to the Ministry. Applicants are required to provide **two (2)** pieces of ID. One piece of ID must be government issued and must display the applicant's name, date of birth, signature and photo. The following is a list of acceptable ID:

**Acceptable ID:** driver's license, learner's license, passport, BCID card, Canadian birth certificate, Permanent Resident Card, Canadian Citizenship Card or Canadian Record of Landing/Canadian Immigration Identification Record, foreign birth certificate (not a baptismal certificate), foreign driver's license, naturalization certificate, BC CareCard or native status card.

**NOTE: A minimum of one piece of Government Issued ID, displaying the applicant's date of birth, signature and photo must be provided.**

*Please contact us if you have questions regarding the Criminal Record Check process.*

*"Follow the Child..."*



# Montessori Training Centre of British Columbia

## Criminal Record Check Instructions: International

Please note that you must provide a Criminal Record Check from your home country as well as the completed forms necessary to run a Criminal Record Check in Canada.

### International Applicants:

1. Provide a Criminal Record Search or Police Record Check from your home country.
2. Provide a copy of your Birth Document (not a Baptismal Certificate) **and** a copy of your personal government photo ID (i.e. passport, driver's license) for verification purposes.
3. Include the above-noted documents in your Application Package.

### Canadian Criminal Record Check:

1. Consent to a Criminal Record Check Form:
  - g. **Part 1:** Fill in, printing **VERY CLEARLY**, in black ink. If you have a Canadian Driver's Licence, your Driver's Licence number must be provided in Part 1.
  - h. **Part 3:** Sign and date. (**Part 2** will be completed by the Montessori Training Centre.)
  - i. Submit the Consent to a Criminal Record Check form to the Montessori Training Centre along with your completed Application Package.
  - j. **DO NOT FAX THE FORM TO THE MINISTRY OF JUSTICE.** The Montessori Training Centre is required to retain the completed Consent forms on your student records file.
  - k. The Montessori Training Centre will fax your Consent form to the Ministry of Justice and receive your Criminal Record Check results letter. A copy of the results letter will be provided to you for Practicum and Observation purposes.
2. Application for Pre-Authorized Credit Card Usage Form:
  - f. **Part A:** Clearly and carefully print your name in this section.
  - g. **Part C:** Fill in this section answering ALL questions. Incomplete forms will be returned.
  - h. Indicate Payment Type (Visa or MC) and authorize the \$28 payment.
  - i. For "Name of Organization", print Montessori Training Centre of British Columbia.
  - j. Submit the Pre-Authorized Credit Card Usage form to the Training Centre along with your Consent to a Criminal Record Check form.
3. The Ministry of Justice requires that the Training Centre verify each applicant's ID before we are able to fax the forms to the Ministry. Applicants are required to provide **two (2)** pieces of ID. One piece of ID must be government issued and must display the applicant's name, date of birth, signature and photo. The following is a list of acceptable ID:

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