NOTICE OF REVOCATION AND TEACH-OUT PLAN
TO PROVIDE TO ADULT LEARNERS

DATE

Dear Shanghai Montessori Education Academy Adult Learners,

At its August 19, 2025 meeting, the MACTE Board passed the following motion based on evidence that Shanghai Montessori Education Academy is no longer in compliance with the MACTE Quality Principles and Criteria: "The MACTE Board hereby revokes the status of Full Accreditation to Shanghai Montessori Education Academy." The MACTE decision pertains to all locations and program levels for Shanghai Montessori Education Academy (SMEA).

This letter presents the Teach-Out Plan for SMEA.

1. All currently enrolled adult learners have the opportunity to complete their course of study through SMEA's established schedule and will be considered graduates of a MACTE accredited institution.
2. SMEA will be closing no later than **April 30, 2027.**
3. Adult learners who choose to complete their course of study with SMEA must complete all academic and practicum requirements, with at least three documented practicum field supervisor observations, by **March 31, 2027.**
4. SMEA will finalize all documentation and submit credential recommendations and documentation to AMS and MACTE by **April 15, 2027.**
5. SMEA will provide support to adult learners by:
    a. Xuelin Yang(Sherline) will oversee the adult learners who have completed their third site visit, assisting them in preparing and submitting their certificate applications.
    b. Yiyun Mao will focus on supporting the adult learners who have completed their second site visit and coordinating the progression toward their third visit.
    c. Beiting Li (Eva) will work with the adult learners who are currently progressing from the first visit to the second visit to ensure their continued advancement through the process.
    d. Juanjuan Yang(JuanJuan) will continue to oversee the overall management of the field visit process, including the coordination and assignment of field consultants to ensure that visit requests and scheduling needs can be met efficiently.

All enrolled adult learners have the following options:

1. **Option 1:** Complete your enrolled course of study through Shanghai Montessori Education Academy, understanding that all academic and practicum requirements, including at least three documented practicum field supervisor observations, must be completed by **March 31, 2027.** *If this option is chosen and*

all course requirements are not completed by this date, the adult learner will be indicated as withdrawn from SMEA and may choose to enroll in a new Montessori Educator Preparation Program SMEA will provide transcripts of all completed academic and practicum coursework to date to the adult learner.

2. **Option 2:** Withdraw from SMEA now. The adult learner may choose to transfer to a new Montessori Educator Preparation Program with the understanding that the adult learner must complete within three years. SMEA will provide transcripts of all completed academic and practicum coursework to date to the adult learner. SMEA's refund policy for withdrawal is as follows: **PROVIDE SMEA'S REFUND POLICY:**

Additional Clarification： SMEA administrative staff and the institution's ownership team jointly reviewed and reconfirmed the relevant policies and contractual documents. Based on this review, we would like to provide the following clarification:

1. The previous refund policy applied only to the course training phase. Once learners had completed all required theoretical coursework, refund-related matters were no longer applicable.
2. All tuition payments associated with learners who have not yet completed their studies were made prior to 2024 under previous management teams and are not related to the institution's current operational team. Therefore, this matter does not need to be included in the current statement.

Thank you again for your understanding and continued support.

Please communicate your choice below and return this signed letter to Shanghai Montessori Education Academy no later than **DATE:**

- **Option 1:** I plan to complete the course of study through Shanghai Montessori Education Academy, understanding that all academic and practicum requirements, including at least three practicum observations, must be completed by **March 31, 2027.** If this option is chosen and all course requirements are not completed by this date, the adult learner will be indicated as withdrawn from Shanghai Montessori Education Academy, and Shanghai Montessori Education Academy will provide transcripts of all completed academic and practicum coursework to date to the adult learner.

- **Option 2:** I plan to withdraw from Shanghai Montessori Education Academy. I understand that the refund policy for withdrawal is: Provide plan here. Please provide my academic and practicum transcript to date to the following address:

Provide the Name, Title, and Contact Information for the Responsible Authority for the adult learners to reach out to with questions and maintain contact with.

Xuelin Yang (Sherline)
Wechat: bangrong0007
Phone: 18838250007
Email: smea_edu1@163.com

Signature of adult learner:
Date: