



Dear Participant,

We hope you enjoyed The Virtual Montessori Experience 2021 conference hosted by AMI/USA. In order to receive a CEU certificate from Loyola University Maryland for the hours in which you attended, please follow these instructions:

1. Go to https://aspire.loyola.edu/product?catalog=AMI_USA2021.
2. Complete the purchasing process with your information. (The posting is listed for \$25, which will cover the cost of your certificate.)
3. Upon purchase, you will see instructions on how to access the course site. You will also be sent an email from aspire@loyola.edu with login credentials to Loyola's ASPIRE Moodle site. Use the instructions to navigate to the ASPIRE site and sign in.
 - a. If you already have an account with us, you can use the credentials you set up when you first created your account.
 - i. Username = email address
 - ii. Password = your initial password (if you cannot remember, use the "Forgotten username or password?" feature)
4. Once you are signed in to the ASPIRE site, select the course titled "AMI/USA The Virtual Montessori Experience 2021".
5. There will be a section at the bottom of the course titled "CEU Reflection Survey." Click on the *Reflection Survey* and complete it.
6. You will receive your certificate within two weeks to the email you provided when you set up your account.

If you encounter any issues, please contact aspire@loyola.edu.

Thank you!