



Dear Potential CHUP Family,

We thank you for your interest in CHUP Co-op Preschool. At CHUP we believe that education is a family process. Children and their parents benefit from our cooperative learning environment. We are a non-profit educational organization designed to provide preschool-age children of all backgrounds with an environment in which they may learn to play well together, acquire good social habits, and be given the opportunity for creative expression through art, music, and play.

Against a backdrop of activity and toys, CHUP offers four classes for preschool children ages 18 months to four years old. CHUP has three rooms in which each class can explore and play. Parents learn side by side with their children through involvement in their children's education. Monthly parent meetings cover topics such as self-esteem, sibling relations, learning development, nutrition, and boundaries while allowing parents to share concerns and ideas. CHUP is a cooperative organization, which offers many benefits:

- Direct parental involvement – parents have an active role in how the school is organized
- Children learn in a safe and nurturing environment and encouraged at their own level
- Lasting friendships are formed among the children, and among their parents as well
- Experienced certified teachers
- Morning and afternoon classes for children ages three and four
- Affordable tuition

To apply, please complete the appropriate application, be sure to include a deposit and correct documentation as explained in the articles. By turning in these forms and check you will reserve a spot in one of our classes. Once they are processed, you will receive an email with directions to complete registration. If you have any further questions, please feel free to contact our enrollment team:

E-Mail: enrollment@chuppreschool.com

Phone: (313) 561-2956

Mailing Address: CHUP Co-op Preschool, 24110 Cherry Hill St, Dearborn, MI 48124

Applications can be mailed in, dropped off at our mailbox during church hours or turned in at one of our open houses throughout the year. For more info please visit our website at chuppreschool.com.

We thank you for your time and interest in CHUP and hope to see you again soon!

Sincerely,
The CHUP Enrollment Team

Cherry Hill United Presbyterian Cooperative Preschool (CHUP)
ARTICLES OF AGREEMENT

I. Participation

1. The *Health Form* and *Child Information Card* **must** be on file before child attends class.
 2. Each parent **must** adhere to his or her scheduled working days. Working parents must be present 15 minutes prior to the beginning of class time. Due to insurance regulations, siblings cannot attend class.
 3. At least one family rep **must** attend the 5 General Meetings. Dates and times for these meetings will be given at the Orientation Tea and are usually held in Memorial Parlor at the church.
 4. All assisting persons **must** complete fingerprinting and background checks through the state of Michigan.
 5. All new members **must** attend the Orientation Tea in August.
 6. Parents will be required to serve the preschool as officer of the board, committee chairperson or assistant, and/or another assigned job at the preschool.
 7. A parent **must** participate in one of the preschool clean-ups or forfeit the \$25 cleanup deposit.
 8. Child **must** be toilet trained.
 9. The members are governed by the policies and regulations set forth by the Constitution and By-Laws.
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II. Financial

1. Enrollment in the preschool shall be for the entire year.
 2. The application fee is \$100 and consists of \$50 registration fee, \$25 supply fee and \$25 cleaning deposit for 3's and 4's classes. For Enrichment only is it \$25 All application fees are NON-refundable.
 3. The year's tuition** will be paid in nine (9) installments. Each installment for the four-year-old program (three days a week) is \$100.00. Each installment for the three-year-old program (two days a week) is \$70.00. 4's Enrichment adds and additional \$65 to the last 8 payments. If enrolled in 4's enrichment only, there are 8 payments of \$65 each. Parent -Tot tuition is paid per semester, \$100 each. *Installments 1 and 9 will be paid in August (at the Orientation Tea).*
 4. Each installment is due by the 1st of the month.
 5. If tuition is not paid by the 7th of the month, a \$15.00 fine is charged. If the tuition and fines are not received by the end of the month, your child will be dropped from the preschool.
 6. All tuition payments must be made regardless of how many days the child attends each month.
 7. If a member must withdraw, a two-week written notice is required. Members are responsible for both their working schedule and tuition payments during this time.
 8. Every family is required to meet a mandatory fund-raising goal set at the Orientation Tea. The required fund-raising amount is typically due by the end of April, with date to be set at the Orientation Tea.
- **Tuition is subject to change upon general membership approval.**
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III. Outside Enrichment

1. We hereby understand the Cherry Hill United Presbyterian Church Cooperative Preschool (CHUP) takes no responsibility for losses incurred to and from an outside enrichment experience. Also, CHUP takes no liability for children or adults injured on the premises where an outside enrichment experience takes place. Outside enrichment activities include, but are not limited to field trips. Outside enrichment experiences are voluntarily attended, and full responsibility lies with the parents.
2. Occasionally, short outings away from the preschool are a part of the regular school day. We understand that this is an outside enrichment activity and that adequate supervision is maintained at all times. We give our permission for our child to participate.

We have read the above and accept the responsibility and privileges as a member of Cherry Hill United Presbyterian Co-operative Preschool (CHUP).

Signature (Parent/Guardian)

Date

Signature (Parent/Guardian)

Date

***** Both Parents/Guardians signatures are required to process application if applicable *****

*******All information must be completed to process this form.*******