



2012-13 APPLICATION FOR ADMISSION

Dulin Cooperative Preschool admits preschool-aged children from 2 to 5 years of age (by September 30, 2012), regardless of race, color, creed or religion, or national or ethnic origin. Priority registration is extended to current students, siblings of current students, alumni families, and Dulin United Methodist Church members. Admission is determined via a random drawing in March, which also establishes the wait-list order for remaining applicants. Applications submitted after the first General Registration period (including for the current school year) will be processed as they are received. Applications and wait lists **do not** carry over from year to year.

The **NON-REFUNDABLE** application fee for new families is \$50 for the first child and \$30 for each additional child. The fee for returning families is \$30 per child. Please make checks payable to Dulin Cooperative Preschool. **The application fee must accompany this form.**

PLEASE PRINT CLEARLY:

Child's FULL Name					
Child's Nickname					
Child's Gender	Boy	Girl	Is child a twin/multiple?	Yes	No
Child's Birthdate					
Parents/Guardians					
Address					
City, State, Zip					
Phone Number(s)	Home:		Mobile:		
E-mail					
What is the best way to reach you?					
Date of submission					

How did you hear about Dulin Cooperative Preschool? _____

CLASSES

Class placement: Upon acceptance, your child will be placed in the age-appropriate class based on his or her age as of September 30, 2012. If you believe your child requires a certain class placement, please submit a written request with this application for consideration. Final class placement rests with the Teacher-Director.

Toilet training policy: Children in our 2s classes are not required to be potty-trained. For our older classes, children should be potty-trained, but at the very least should be actively in the process of training.

Please note that class times, schedules, and tuition are contingent upon many factors and may be subject to change.

CLASS	TIME	DAYS	'11-'12 TUITION/MONTH*	CLASS SIZE
AM2	9:30 a.m. - 12 p.m.	Tues/Thurs	\$101	8
PM2	12:30 p.m. - 3 p.m.	Tues/Thurs	\$101	8
Younger 3s	9:30 a.m. - 12 p.m.	M-W-F	\$149	12
Mixed: Older 3s/Younger 4s	9:30 a.m. - 12 p.m.	M-T-W-Th	\$192	13
Older 4s	9:30 a.m. - 12 p.m.	M-T-W-Th	\$192	15

2s placement only: Please number your class preference(s).

		AM2
		PM2
Yes	No	If your first choice is full, are you interested in enrolling your child in your second choice?

*Please note that this is the 2011-2012 tuition. Final tuitions are determined by our budget committee, and subsequently voted upon by our membership each Spring.

Upon acceptance, you will receive an enrollment packet. Your child's spot at Dulin Preschool will be guaranteed upon the school's receipt of a signed Enrollment Agreement, one month's advance tuition, and a one-time supply fee. This full deposit is **nonrefundable** after May 31, 2012. Withdrawals must be made **in writing** to the Admissions Chair. Tuition is billed monthly thereafter, beginning in September.

PARENTAL INVOLVEMENT

As a parent-run cooperative, Dulin Cooperative Preschool depends upon active parent participation. Applying for admission constitutes an understanding that parental involvement is required: in the classroom on a rotating basis (averaging 1-2 times/month with full enrollment), as well as on a committee, or via an elected or appointed position. **Please indicate your preference(s) for committees. While we strive to place families in their preferred committee, we must fill each committee fully and families will be required to serve wherever they are assigned.**

COMMITTEES

REQUIRED BELOW: Please list your preference for committee placement from 1 to 3, with 1 being most preferred and 3 being least preferred.

	Fundraising: Helps organize and implement school-wide fundraisers.
	Hospitality: Provides refreshments, decorating, and babysitting (at school) for school functions.
	Maintenance: Conducts classroom clean-ups and minor repairs throughout the year.

Are you willing to **CO-CHAIR** a committee? Yes No

If **YES**, which committee(s)? _____

APPOINTED POSITIONS

These positions are appointed by the Vice President. Please check any positions that may interest you and this will be passed along to the VP for consideration.

	Class Parent: Assists teacher with class field trip planning, parties, gifts, and sharing of information.
	Assistant Treasurer: Collects tuition and other incoming funds.
	Assistant Membership: Assists with tours, applications, and paperwork.

BOARD OF DIRECTORS

Dulin Cooperative Preschool's Board of Directors is elected at the Spring Membership Meeting by the current membership. Replacements for any vacancies that may occur after the election are voted on by the Board. Please check any Board positions that may interest you. Job descriptions are listed in more detail in handbook.

	President: Works to ensure day-to-day operations run smoothly; leads Board meetings.
	Vice President: Assists President; manages committees.
	Operations: Purchases supplies and maintains inventory.
	Treasurer: Maintains and monitors school funds.
	Secretary: Takes minutes, distributes notices and agendas for meetings; maintains bulletin board; handles room reservations.
	Admissions: Recruits applicants & runs Admissions process, handles membership inquiries, conducts tours, manages Open House.
	Membership: Manages & maintains family paperwork required for Admission & throughout school year, per licensing requirements.
	Publicity: Organizes publicity; produces monthly newsletter.
	Participation: Creates monthly schedule for classroom participation and floating.
	Parent Education: Trains new families; schedules parent education programs throughout the year.
	Class Parent Liaison: Communicates concerns of parents to Board; oversees Class Parents and school pictures.
	Church & Community Liaison: Acts as liaison between the church and preschool (preferably a Dulin Church member), as well as serves as Dulin's delegate to the Virginia Cooperative Preschool Council.

Submit this application with the appropriate registration fee (payable to Dulin Cooperative Preschool) to:

Admissions Chair
Dulin Preschool
P.O. Box 237
Falls Church, VA 22046

Questions? E-mail dulinpreschool@gmail.com

ADMISSIONS USE ONLY:

Date Application received: _____

Total/check number: _____

Additional Notation: _____