

# HIS Homeschool Co-op Spring 2010 Registration Procedure

Registration begins **FEBRUARY 1<sup>ST</sup>!**

PLEASE pay close attention to the following instructions; otherwise there will be a delay in your registration being processed.

**Step 1: Read these instructions carefully** 😊

**Step 2: (New Members only) Read through the Member Handbook, then print and sign the last page of the document. You will need to include the signature page with your registration form.**

**Step 3: Sign up for your Volunteer Commitments via email ASAP.**  
*See Volunteer Commitment page included in this packet for more info.*

**Step 4: Print and fill out Registration Form**

**Step 5: Calculate and Pay Fees**

Registration fee per family: \$40

Per child fee: \$10 each for children 3 years old and older

Extra class fees: See class descriptions for details

**NOTE:** If your child's first class choices have an extra fee, you **must** include that fee in your payment. If your child does not receive their first choice, the extra fee will be reimbursed to you.

Payment can be made via check (made out to HIS Homeschool Co-op) or via Paypal.

Paypal instructions: Send payment to [mginion6@gmail.com](mailto:mginion6@gmail.com). **YOU MUST CLICK ON "PERSONAL" tab and not "PURCHASE" tab** when you are asked if the purchase is for goods, services or eBay items. Otherwise, Co-op will incur a 2.9% fee which **you will be required to pay**. If you have any questions, please let Maria know.

**Step 6: Mail Registration Form and Payment**

Place Registration form and payment in an envelope (cannot be postmarked prior to Feb 1<sup>st</sup> or processing your form will be delayed) and mail to:  
Maria Ginion, 195 Church Road, Medford, NJ 08055.

**Step 7: Re-read these instructions** 😊

That's it!