

SloanAcademics

Every child's success is different.

Summer 2018 Tutoring Agreement

Student _____

It is our pleasure to have the opportunity to work with your student this summer. In order for us to do the best possible tutoring, we need to ask certain things of you. Our expectations are listed below so that you can be fully aware of them. Please know that we will do everything we can for your student's success within these guidelines.

_____ Payment for a minimum of eight sessions is due upon registration. Additional sessions may be purchased but must be held by August 16, 2018. Because the tutor will be counting on the income, summer sessions cannot be refunded or credited to the fall. The new student registration fee of \$ 100, which covers our set up costs, is non-refundable.

_____ To cancel a tutoring session, call 722-5890 ext. 200 at least two hours prior to the session. We will contact the tutor. **Do not email cancellations** on the day of tutoring. In order to be fair to our tutors, a cancellation received inside of the two hour limit will be treated as a no-show appointment and the tutor will be paid for the session. If you are scheduled early in the morning, please leave a message on voicemail. Your call will be handled as soon as possible.

_____ If you are running late, please call and the tutor will wait for you. The tutor will wait no more than 10 minutes if we have not heard from you.

_____ You will be allowed to reschedule two sessions of your choice per eight sessions purchased. It is your responsibility to contact us to reschedule sessions and they must be held by August 16th.

_____ If the tutor cancels sessions, you will be offered alternate times or receive a refund for unused sessions.

_____ Because tutors will be counting on this income, discontinuation of tutoring services by parent will result in forfeiture of fees paid.

I am enrolling my student in:

_____ **Multisensory Language Therapy**

_____ **SAT/ ACT Test Prep (6 or 10 sessions)**

_____ **Subject Area**

_____ **Online School Support**

Tutoring sessions with _____ at the following times:

1. _____

6. _____

2. _____

7. _____

3. _____

8. _____

4. _____

9. Rescheduled _____

5. _____

10. Rescheduled _____

Parent _____ Date _____

Staff _____ Date _____