

Irvine A+ Tutoring

Tutoring Terms and Agreements

www.irvineaplustutoring.com

(949) 451-1795

donnalinzey@outlook.com

Welcome to Irvine A+ Tutoring! I look forward to working in partnership with you and your child. The following guidelines and agreements will help to make our time together the most productive. Please read this agreement and sign. Thank You!

FEE AGREEMENT

My hourly tutoring rate is \$30 per hour if the sessions are conducted at my home and \$35 per hour if I travel to your home. The hour includes 55 minutes of tutoring and 5 minutes to check in about progress and scheduling.

The fees are due in full at the beginning of each month. If you pay for two months in advance, you will receive one tutoring session at no charge.

CANCELLATION POLICY

You may cancel your tutoring session with no penalty up to 24 hours before the scheduled session. **If, however, you cancel within 24 hours of the session, payment is due in full.** Please initial here to verify that you understand this cancellation policy.

To cancel an appointment, call me at (949) 451-1795 or email me at donnalinzey@outlook.com.

SCHEDULING

A regular weekly scheduled session is optimal for maintaining continuity and progress. Your child’s schedule will be as follows:

Day (s): _____ Time: _____ Services: _____ Location: _____ Rate: _____

This tutoring agreement may be terminated at any time by either party, within the cancellation policy guidelines above. If I must end the tutoring relationship for some reason, I will do my very best to give sufficient notice and provide referrals if requested.

SIGNATURES

All parties agree to the above terms.

_____ (tutor)

_____ (parent or guardian)

_____ (Please print your name)

_____ (email)

_____ (Phone Number)

Thank You!