

Private Tutoring Agreement

Tuition Fees and Deadlines

Tuition Fees are **\$55 per one-hour session**.

All Tuition Fees must be paid in full by the 5th day of any given month in order to reserve time slots for the month. If payments are late, tuition session time slots will be considered unoccupied and will be available for other students. They will not be reserved until full payment is received.

Discounts

If at least four one-hour sessions are booked in a calendar month AND all tuition fees are paid in full before the 5th day of the month, there will be a **\$5 discount** applied to each one-hour session that month.

Cancellation Policy

Cancellations are allowed up until **five hours before the start of a scheduled tutoring session**. Once this cancellation period has passed, the session cannot be cancelled nor rescheduled and **the full Tuition Fee for the session will be charged**.

Each student is allowed two cancellations without penalty in any given calendar month. If a student cancels more than two sessions in a calendar month, he or she will be assessed **a cancellation fee of \$30 for each additional session cancelled**.

I have read and accepted the above policy.

Student Name: _____

Parent Signature: _____

Date: _____