



## AGREEMENT FOR TUTORING SERVICES



This Agreement for Tutoring Services describes the mutual responsibilities of Shannon V. Mickens (the "Tutor"), the Parent/Guardian and the Student identified herein. The Tutor was awarded a Bachelor of Science in Electrical Engineering from Louisiana Tech University and is certified as a member of the National Tutoring Association.

1. **SERVICES PROVIDED BY TUTOR:** The Tutor will provide individual tutoring services to the Student in the following subject are: Math \_\_\_\_\_  
\_\_\_\_\_.
2. **LOCATION FOR TUTORING SESSIONS.** Tutoring services, unless otherwise agreed, will be provided at \_\_\_\_\_ the home of Student or Parent/Guardian; \_\_\_\_\_ the Library; \_\_\_\_\_ the home of the Tutor.
3. **TUTORING SESSION.** Each tutoring session is expected to be \_\_\_\_\_ hours in length but may vary in length as necessary for the benefit of the Student. Sessions shall be scheduled:
  - (a) \_\_\_\_\_ Weekly, beginning \_\_\_\_\_.
  - (b) \_\_\_\_\_ Other: \_\_\_\_\_.
  - (c) \_\_\_\_\_ As needed by agreement of the Tutor and Parent/Guardian.
4. **FEE FOR SERVICES:** Unless financial assistance or other terms are agreed to by Tutor and Parent/Guardian, services will be charged to the Parent/Guardian at the rate of \$30 per hour as follows:
  - (a) \_\_\_\_\_ An initial retainer of \$ \_\_\_\_\_ is required representing initial tutoring services for \_\_\_\_\_ hours. At the termination of the agreement, any unearned portion of the initial or continuing retainers will be refunded to Parent/Guardian.
  - (b) \_\_\_\_\_ After application of the initial retainer, Parent/Guardian shall provide continuing retainers in installments of \$ \_\_\_\_\_ representing continuing tutoring services for \_\_\_\_\_ hours; or \_\_\_\_\_ Parent/Guardian shall pay Tutor in advance before the start of each tutoring session
  - (c) \_\_\_\_\_ Parent/Guardian shall pay Tutor in advance before the start of each tutoring session.
  - (d) \_\_\_\_\_ Other terms of payment : \_\_\_\_\_ end of each meeting \_\_\_\_\_
  - (e) Payment shall be by cash or check. Any check which is returned to Tutor will be immediately forwarded to the office of the prosecuting attorney for collection including all associated legal fees and judicial costs of collection.



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5. RESCHEDULING AND INTERRUPTED SERVICE BY PARENT/GUARDIAN OR STUDENT. Parent/Guardian shall pay Tutor in full for the scheduled, but interrupted session, if:

- (a) Tutor is not notified more than one hour in advance of the session that the session must be canceled or rescheduled; or
- (b) Student arrives late for the session; or
- (c) Student departs before the scheduled end of the session.

6. RESCHEDULING AND INTERRUPTED SERVICE BY TUTOR. Tutor will provide services for the following session without charge if:

- (a) Parent/Guardian or Student is not notified more than one hour in advance of the session that the session must be cancelled or rescheduled; or
- (b) Tutor is more than 15 minutes late; or
- (c) Tutor must end the session for any reason before the scheduled end of the session.

7. INDEPENDENT CONTRACTOR. Tutor is an independent contractor and not an employee of Parent/Guardian.

8. TERMINATION OF AGREEMENT: Either Tutor or Parent/Guardian may terminate this agreement at any time after the end of a session. As of the end of that session, any remaining retainer or unearned fees advanced to Tutor will be promptly refunded to Parent/Guardian.

Approved and signed this day, \_\_\_\_\_.

<p>By: Tutor</p> <hr/> <p>Tel: ( )</p>
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<p>By: PARENT/GUARDIAN</p> <hr/> <p>Tel: ( )</p>
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<p>By: STUDENT</p> <hr/> <p>Tel: ( )</p>
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