



mobiletutors

# Registration Agreement

Fill out and return at first tutoring session. Each student must have his/her own registration form. Please print clearly.

## Parent or Guardian Information

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First Name:	Last Name:
Home Phone:	Mobile Phone:
Email Address:	
Home Address:	

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## Student Information

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First Name:	Last Name:
Grade (K-College):	Subject:
Gender: circle one	MALE    FEMALE

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## Release from Liability

I agree to indemnify and hold harmless MOBILE TUTOR, INC. and its officers, agents, or employees from any liability claim or action resulting from or in any way arising out of the participation in this activity by the registered person. This release is intended to cover all matters of injury, damage, or loss, (be they tort, contract, or otherwise) whether know, unknown, foreseeable, unforeseen, patent, or latent, regarding injury, abuse or damage to property or person.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

## Attorney's Fees

If any action at law or equity is necessary to enforce the terms of this Agreement, the prevailing party shall be entitled to attorney's fees, costs and expenses in addition to any other relief to which it may be entitled.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

## Right to Refuse Service

We hope tutoring will be a positive experience for all involved. However, we reserve the right to refuse service to students in the case of, but not limited to, severe behavioral issues or lack of effort.

## Grades

We do not guarantee grades. There are many factors outside of our control that impact a student's grade. Due to the many variables that affect a student's academic performance, Mobile Tutors is not held liable and does not guarantee an improvement in grades, test scores, or scholastic achievement. However, we will do our best to promote learning, provide clear instruction, and encourage students, so they can achieve academic success.

## Mobile Tutors Policies

1. In order to begin tutoring for Mobile Tutors, a Tutor must agree to submit to a full background check by the state of California through the utilization of a fingerprint submission. Mobile Tutors will not grant tutoring privileges to any Tutor to teach students until the Contractor's background check has come back and has been determined clean.
2. ALL times during tutoring sessions, there MUST BE at least one (1) parent, legal guardian, or adult over the age of 18, present during the entire tutoring session, regardless of the time and location of the session.
3. If a Mobile Tutor arrives at the session and a parent or legal guardian is not present, the tutorial will not begin. If the parent/guardian/adult does not arrive within 15 minutes after the start of the scheduled appointment, the Mobile Tutor has the express authority under this agreement to leave the location, terminate the tutorial and charge the client for the full amount of the tutorial.
4. If at any point during a scheduled tutoring session a parent/guardian/adult leaves the private residence (or neutral location), the tutor has the discretion to leave the residence (or neutral location), terminate the tutorial and the session will be charged for the scheduled compensation. By not being present at the private residence (or neutral location), or by leaving the residence/location at any point during the tutorial the parent/guardian/adult is knowingly violating the intent and spirit of this clause and is therefore giving Mobile Tutors express and/or implied permission to end/terminate the session and agreeing to pay for the entire session.
5. Any and all tutoring sessions that occur at a private residence must take place in an open room such as a family room, living room, or kitchen only. No closed door tutoring under any circumstances. This policy applies regardless of the student's age.
6. Tutor will not personally collect or accept any payment for tutoring services.
7. A minimum of 1 hour is charged for any tutoring session. After the 1st hour, the client is charged every 15 minutes.
8. For students who are not regular (meaning, at least one session per week), \$10 will be added to their hourly rate. Scheduling is not guaranteed for such clients.
9. Please allow +/- 10 minutes for the Tutor to arrive at the tutoring location.
10. The client will communicate with the Tutor for scheduling, etc.
11. Additional tutoring hours above the monthly scheduled amount will be invoiced at the beginning of the next month. No need to ever pay the tutor. The Tutor will report addition hours to Mobile Tutors at the end of each month.

## How Billing Works

An invoice will be sent via email on the 1st of each month for the upcoming month's number of hours scheduled at the quoted hourly rate. If payment is not received by the 20th of the month, there will be a \$25 fee and tutoring privileges will be suspended upon receipt of payment. Personal checks, cash (not recommended), and cashiers check are all accepted. Checks that bounce incur a fee of \$30. Please make checks payable to Mobile Tutors and mail to the following address:

**Mobile Tutors**  
**26400 La Alameda, Suite 100**  
**Mission Viejo, CA 92691**

If paying by credit card, it will be charged on the 1st of the month for the # of hours that will be tutored in that particular month. For example, if the student tutors on Tuesdays and there are 4 Tuesdays in a month, the credit card on file will be charged for 4 hours at the beginning of the month. Hours DO NOT carry over to the next month. If extra hours are tutored in the month, then those hours will be billed in the following month, along with the new month's hours. All hours billed at the beginning of the month must be used in that month or they will be forfeited at the end of the month.

Tutoring is month-to-month, so the client has the right to stop their service at the beginning of each month. If the client would like to stop their tutoring service to avoid charging their credit card at the beginning of the month, please call us at 949.302.5040 within 24 hours of the 1st of the month.

If client chooses to use credit card as method of payment, the word "SnapMath" will appear as the company charging for tutoring services on the client's credit card statement.

### Refund Policy

Refunds are not given by Mobile Tutors. However, Mobile Tutors does hold the right to issue refunds to credit cards under extreme circumstances.

### Cancellation/Rescheduling Policy

If a cancellation/reschedule is to be made by the client, 48 hours notice must be given to the tutor or the session will be charged (exceptions: emergency) without the possibility to reschedule. If you cancel in the allotted time, you can reschedule with your tutor at their convenience within the given month.

## Policy Agreement

I have read and agree to the policies set forth by MOBILE TUTOR, INC.

Parent/Guardian Name (Print Please) \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

If you have any questions, problems, or concerns, please feel free to call your tutor and he/she will be happy to discuss the matter concerning you and your student. If the concern is in regards to your tutor, please call us at (949) 302-5040

Please keep a copy of this document for your own records.