



Tutoring Application

Student Request for Tutor – 2024/25

STUDENT INFORMATION

Student Name: _____ Date: _____

Parent Name(s): _____

Parent Address: _____

Email: _____ Phone: _____

SUBJECT INFORMATION

Subjects in need of tutoring (circle): Math Spelling Reading Other: _____

Grade PreK K 1 2 3 4 5 6 7 8

Number of sessions per week: _____ Preferred Days (circle): Mon Tue Wed Thurs Fri

Times Preferred: _____ PM

Tutor prearranged? No or Yes If yes, please name: _____

TUTORING RELATIONSHIP GUIDELINES

- This application must be completed for each student.
- Tutor is assigned by the RCS Administration.
- All tutoring fees must be paid to RCS through FACTS, not to the tutors.
- RCS Tutoring rate is \$40 per session. Each session is 50 minutes.
- Tutoring sessions may include another student working on the same area of growth.
- Tutoring Fees are due by the end of the month.
- NOTE: 24 HR notice of cancelling tutoring session or fees will be applied to your account _____ **Initial Please.**
- Tutoring fees must be paid through incidental autopay. _____ **Initial Please.**
- If no payment is made, tutoring will be cancelled. _____ **Initial Please.**

I have read and agree to the guidelines listed above.

Parent Signature: _____

Office Use Only	
<input type="checkbox"/> Date Received: _____	<input type="checkbox"/> Days of week: _____
<input type="checkbox"/> Reviewed by: _____	<input type="checkbox"/> Tutor Assigned: _____
<input type="checkbox"/> Session Time: _____	<input type="checkbox"/> Parent contacted (date): _____
<input type="checkbox"/> Start Date: _____	