



ALLIANCE TUTORING SERVICE AGREEMENT

THIS GENERAL SERVICE AGREEMENT dated _____.

BETWEEN:

CLIENT	CONTRACTOR
_____	Alliance Tutoring
_____	777 West Putnam Ave, Suite 300
_____	Greenwich, CT 06830
_____	203-340-0790

SERVICES PROVIDED

- The Client hereby agrees to engage the Contractor to provide the Client with academic tutoring and coaching services in the combination needed.
- The contractor will also provide any preparation or liaison work with the school required for tutoring.
- All communication and preparation is covered in the hourly cost of the service.

COMPENSATION

- The Contractor will charge the Client for the Services at an hourly rate.
- Payment is weekly, required at the beginning of each week of tutoring, *prior* to the beginning of the first session of the week.

CANCELLATION OF LESSONS BY STUDENT

The Student may cancel tuition by giving at least **24 hours prior notice** to the Tutor in which case no tuition fees will be incurred. Lessons not attended by the student without giving 24 hours prior notice to the Tutor shall be charged at the full rate.

CANCELLATION OF LESSONS BY TUTOR

The Tutor may cancel lessons by giving 24 hours prior notice to the Student in which case no fees shall be incurred. Where a lesson was pre-paid, the Tutor shall reschedule the appointment at a time agreeable to both parties, failing which the Student shall be refunded with such a missed lesson fee.

LATE ARRIVAL

Fees are calculated according to the times stipulated in the schedule and no adjustment shall be made for time lost because of late arrival by the Student.

Any lost time because of the late arrival of the Tutor shall be compensated for by extending a lesson by mutual agreement and by such amount of time that was lost.

OBLIGATIONS OF THE TUTOR

- The Tutor undertakes to do all preparation prior to lessons and to structure lessons in such a way as to optimize time to the benefit of the Student.
- The Tutor shall keep confidential all information of the Student and shall contact other parties involved in the education of the Student only if given written permission by the Student to do so.
- The Tutor shall not assign any of his/her duties or obligations under this tutoring contract to a third party without the written permission of the Student.
- The Tutor shall at no time be required or obliged to execute homework or assignments on behalf of the Student.

OBLIGATIONS OF THE STUDENT

- The Student undertakes to assist the Tutor in identifying problem areas in which the Student needs specific tutoring.
- The Student agrees that assignments, exercises or homework form an integral part of tutoring and undertakes to complete such work timeously.

CONFIDENTIALITY

Confidential information refers to any data or information relating to the business of the Client which would reasonably be considered to be proprietary to the Client including, but not limited to, accounting records, business processes, and client records and that is not generally known in the industry of the Client and where the release of that Confidential Information could reasonably be expected to cause harm to the Client.

The Contractor agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which the Contractor has obtained, except as authorized by the Client or as required by law. The obligations of confidentiality will apply during the Term and will survive indefinitely upon termination of this Agreement.

All written and oral information and material disclosed or provided by the Client to the Contractor under this Agreement is Confidential Information regardless of whether it was provided before or after the date of this Agreement or how it was provided to the Contractor

MINORS

Where the Student is a legal minor, the Parent/Guardian shall enter into this tutoring contract on behalf of the Student and shall accept and agree to all the terms and conditions contained herein on behalf of the Student.

To Accept this contract Sign and date here:

Student or Parent/Guardian Signature

Date

Student or Parent/Guardian Printed Name

Date