

TUTORING, TEST PREPARATION, ENRICHMENT

Middle School: Math & Science

High School: Pre-Algebra, Algebra I, Geometry, Biology, Chemistry I and I.P.C.

SERVICES:

Private Tutoring – 1 student

- Scheduled as needed (only 1 week in advance)
- \$45.00/hour
- Paid at time of appointment

Private Monthly Tutoring – 1 student

- 4 weekly appointments scheduled in advance
- \$140.00/month
- Payment in advance at the beginning of the month or every two weeks
- No charge for cancellation if rescheduled
- **Homework Forum:** <http://www.blockwerks.com/forum/> (password protected)
- Date & times changes dependent on availability of tutor

Study Buddy A - 2 students with the same teacher and same content

- If all students are not present, the tutoring charge will be \$45.00/ hour.
- Schedule as needed
- Both students must be present
- \$35/hour per student
- Full payment at time of appointment

Study Buddy B - 3 students with the same teacher and same content

- If all students are not present, the tutoring charge will be \$45.00/ hour.
- Schedule as needed
- All students must be present
- \$30/hour per student
- Full payment at time of appointment

METHOD OF PAYMENT:

- Check or cash
- \$25.00 return check fee

CANCELLATION POLICY:

- No notice before schedule session - \$25 extra due at next tutoring session
- Less than 24 hours notice - \$15 extra due at next session
- More than 24 hours notice – no charge if the session is rescheduled
- Monthly Private Tutoring - No charge for cancellation if rescheduled

TIMES:

- Monday – Thursday (4:30 – 9:30 pm)
- Call for availability of other dates & times

HOW TO SCHEDULE AN APPOINTMENT:

- Check the tutoring schedule online — <http://www.blockwerks.com/phpicalendar/>
- Call 210.496.1547 or send an e-mail to tutor@blockwerks.com. Please include the following information in your message:
 - Full Name
 - Phone number
 - Tutoring Date & Time
 - Class & Content to be covered
- I will confirm the appointment with a return phone call. Do not arrive without an appointment confirmation.

WHAT TO BRING TO TUTORING:

- Class Notes, handouts, worksheets, labs, etc.
- Extra Paper or a spiral
- Text Book
- Pencil, highlighters
- Calculator
- 3.5 x 5 index cards (colored)