



Individual Tutoring Program

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Thanks for your interest in our specialized, individual, one-on-one preparation program. Our mission is to help you reach your goals on your college entrance exams.

Our specialized, one-on-one tutoring program tailors individual sessions to the specific strengths and weaknesses of a particular student, and within the time constraints of his or her busy schedule. We offer...

Targeted Preparation for PSAT*, SAT*, ACT® test, ISEE*, and SAT Math Subject Tests* -

Individual sessions are designed to address subject matter content, strategy, and testing skills needed to maximize scores for the specific tests a student is taking for college admissions, or private high school admissions.

Flexible meeting times - Unlike other programs, our one-on-one program is designed with busy students in mind. Our permanent facility is open six days a week during the school year, and five days a week during the summer. Individual instructional sessions may be arranged to meet the student's availability.

Special support and reinforcement activities - additional, supplemental activities are available by special arrangement to reinforce the instructional sessions, if desired.

Vocabulary Lab - Interactive computer programs to reinforce vocabulary development

Full-Length practice tests with actual PSAT, SAT, and ACT tests - essential for significant improvement, overcoming test anxiety, and building testing endurance.

Supplemental test exercises - used to reinforce instructional session, outside the class time

We provide this specialized tutoring for PSAT, SAT, ACT, ISEE, or SAT Math Subject Tests on an hourly basis of \$99 per hour. If you prepay for 12 hours or more, the rate is \$91 per hour.

NOTE: Payment for individual tutoring sessions must be received in advance of conducting the tutoring session. Cancellation of a scheduled tutoring session must be made before the close of our office on the day before the tutoring session.

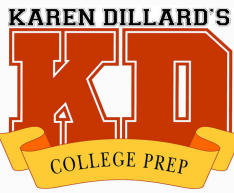
To schedule individual tutoring sessions, or for further information about this or other programs we offer, please call or come by our office. We would be glad to answer any questions or discuss your specific needs. To register for individual tutoring, simply complete and return the attached Registration Form and call us to schedule tutoring sessions convenient for your schedule.

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KDCP REGISTRATION FORM

Colleyville 817.577.5431 Dallas 214.866.0220 Plano 972.867.6544

www.karendillard.com

KDCP Individual Tutoring Program

Registration Date:

Student Name: First Middle Last

School (2011-2012): Grade Level: Year of Graduation:

Home Address: City: State: Zip Code:

Home Phone: Student Cell: Student Email:

Father's name: (F) Cell: (F) Email:

Mother's name: (M) Cell: (M) Email:

Previous Test Results	Date Taken	Critical Reading		Math		Writing	Total	<input type="checkbox"/> Check here and speak with a director if student receives extended time or other accommodations in school
PSAT* Scores								
SAT* Scores								
ACT® Scores		E:	M:	R:	S:	Essay:		

Sibling Name: Grade Level: Sibling Name: Grade Level: Sibling Name: Grade Level:

Individual Tutoring – PSAT/SAT/ACT® Tests/SAT Subject Tests/ ISEE/ Subject Tutoring

- \$99 for initial diagnostic test and evaluation
- \$99 per hour
- \$91 per hour if paying in advance for 12 or more hours (12 hours = \$1092)
- \$75 per hour if enrolled in Complete Program

PAYMENT OPTIONS

- I am paying for a diagnostic test and evaluation
- I am paying in advance for ____ hour(s) of individual tutoring (Discount applies for 12 or more hours)
- I will be paying at the start of each session
- I would like to apply payment for any future individual tutoring sessions to the credit card listed below.

CC #: (Mastercard, Visa, or Discover) Card Holder's Name as it appears on card:

Exp Date: V#: Parent/Guardian Signature:
I acknowledge and accept the terms and conditions of the Enrollment Agreement and refund policy.

My submission of this Registration acknowledges my acceptance of terms and conditions of the Enrollment Agreement.

For Office Use Only										Date	Initials
Date										Rec'd	
Amt										DB	
PmtType										DGY	
Initials										QB	

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KDCP Individual Tutoring Contract

Payment Options

\$ 1092 for 12 hours paid in advance

You may pay \$1092 in advance for 12 hours of tutoring. This payment must be paid in full before the first tutoring session begins. If payment is not received before tutoring begins, then the payment is \$99 per hour. If all 12 hours are not used you may elect to use them later or reserve them for another sibling. If a refund is required, it will be prorated at \$91 per hour.

\$99 per hour for single sessions

You may pay \$99 per hour; the payment must be received at the time of the tutoring session. If payment is not received at the time of the session, you will be billed at a rate of \$115 per hour.

Payment Method

You may pay by check, credit (Mastercard, Visa, Discover), or cash. A credit card may be placed on file for individual session payments.

Cancellation Policy

Cancellation for tutoring sessions must be made before the close of our office on the day before the tutoring session. Cancellation notice should be by telephone, fax or email. If notice is not received by closing time the day prior to the session, then payment for that session is required.

Additional Policies

- ❖ The fee for individual tutoring is outlined in the fee schedule. All class materials are included in this fee.
- ❖ We reserve the right to dismiss any student without refund if the student or parent is disruptive or destructive.
- ❖ Checks returned for insufficient funds may be charged a \$35 processing fee.

I have read the Individual Tutoring Contract and understand the payment policy and the cancellation policy.

Students Signature: _____

Date _____

Parent/Guardian Signature: _____

Date _____