



18 Bank Street Suite 101
Summit, NJ 07901
(908)273-0090

Registration Form

Student (Preferred) Name		Current Math Class	
Student Cell Phone		Parent Name(s)	
Student School		Home Phone	
Grade		Parent Cell Phone	
Does your student qualify for extra time?		Parent Email Address	
Severe Allergies/Other Pertinent Health Info		Home Address	

	✓ CHECK ITEM(S) OF CHOICE:	GROUP OR DATE OF CHOICE:	PAYMENT INSTRUCTIONS: <i>Please make checks payable to Anderson Tutoring Center.</i>
	SAT Prep Course	<i>Ex: S1</i>	Send in a non-refundable deposit of \$500 along with this 2-page form. The balance of \$1200 will be due the first day of class.
	ACT Prep Course (Full)	<i>Ex: AF2</i>	Send in a non-refundable deposit of \$500 along with this 2-page form. The balance of \$1200 will be due the first day of class.
	ACT Prep Course (Add-On)	<i>Ex: AM1</i>	Send in the full payment of \$500 along with this 2-page form.
	SAT with ACT Prep Course	<i>Ex: S7 and AM2</i>	Send in a non-refundable deposit of \$750 along with this 2-page form. The balance of \$1450 will be due the first day of class.
	Private Test Prep Package		Send in a non-refundable deposit of \$500 along with this 2-page form. The balance of \$2200 will be due the first session.
	PSAT Workshop	<i>Ex: Aug 28</i>	Send in the full payment of \$325 along with this 2-page form.
	Private Tutoring		No payment is due until the first scheduled session; please review policies carefully.
	SAT vs. ACT Pretest	<i>Ex: Nov 15</i>	Send in the full payment of \$150 along with this 2-page form. Should you later register for a test prep course with us for this student, \$150 will be credited toward your deposit.



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Policies

Payment-

- (a) Payment for [regular, weekly private tutoring](#) is due the first of each month for the upcoming month's scheduled sessions. Families must pay for at least one appointment per week when school is in session.
- (b) The deposit for [test prep group classes](#) and for [private test prep tutoring](#) will reserve your student's spot in the course/schedule and is non-refundable. The balance of tuition will be due the first day of class/the first session.

Cancellations/Schedule Conflicts-

- (a) If a student misses a [regular, weekly private tutoring](#) appointment or a [private test prep tutoring](#) appointment for any reason, there will be no refunds or credits toward the next payment; missed tutoring sessions are non-refundable. If given at least 24 hours notice, we will do our best to accommodate any rescheduling requests depending on tutor availability and other clients' flexibility. Please be advised that reschedule requests cannot always be accommodated.
- (b) [Test prep group class](#) students should not miss class for any reason. For truly unavoidable conflicts, students may contact members of other classes to request a switch (although there is no guarantee that another student will be able to switch). Anderson Tutoring Center shall not be responsible for coordinating said switches nor for providing free private tutoring to accommodate schedule conflicts with the class schedule.

Drop Off/Pick Up- Our office is located in downtown Summit. We will be responsible for your child while he or she is in the office suite. Anderson Tutoring Center shall have no responsibility for your child prior to your child's entering the office suite or after your child leaves the office suite.

By checking this box, you agree to abide by the terms and conditions provided above.

Parent Signature _____

Date _____