

I, _____, parent/guardian to _____, agree to pay Alexandra Ranker, private general subject tutor, \$75.00 _____ \$ per hour of seat time (*) that she spends with my child for tutoring. Ms. Ranker will be meeting weekly with my child on _____ days from _____ to _____ for a period of _____ hour(s) unless other arrangements are made by me for that week at least 48 hours before the arranged appointment. I understand that I will be charged for the full time contracted at the full price per hour agreed to unless I cancel the appointment 24 hours prior to the date of the appointment. If my child fails to present him/herself for an appointment, I understand that I owe Ms. Ranker the full fee for the appointment regardless of the cause of my child's failure to appear. I understand that if I must end an appointment early without the requisite 24-hour notice that, regardless of the reason for the abbreviation of the appointment, I owe Ms. Ranker the fee for the full time scheduled on her calendar. If I must cancel an appointment with the proper minimum 24-hour notice, and no other time that is mutually convenient for Ms. Ranker and for my family can be found to make up the contracted time within the calendar week, I understand that I owe a \$20.00 cancellation fee to Ms. Ranker. On weekend days, I understand that Ms. Ranker earns \$80.00 per hour of seat time.

As the parent of a special needs student, I understand that the preparation time which Ms. Ranker must spend in tracking my student's progress in class, creating original curriculum to supplement class assignments in order for my child to learn the contents of the curriculum in question, and review of background documents is considerable. I understand that Ms. Ranker needs to maintain at least a 1:1 balance between seat time (compensated) and preparation time (generally uncompensated) in order to insure the viability of her business and her ability to follow my child's progress with proper due diligence. In light of this reality, I agree to pay Ms. Ranker \$40.00 per hour for preparation time that exceeds this 1:1 ratio. For example, if Ms. Ranker puts in 4 hours of preparation time in a calendar week, but only sees my child for 1.5 hours of seat time in that same calendar week, I agree to pay Ms. Ranker \$40.00 per hour for the 2.5 hours of preparation time which exceeds the amount of 1.5 hours of seat time for which she is compensated at \$75 per hour. The amount owed in preparation time in this hypothetical example would be \$100 for 2.5 hours @ \$40.00 per hour as her preparation time exceeded the 1.5 hours of compensated seat time (\$75 per hour) by 2.5 hours. The total bill for this hypothetical week would be \$212.50 (1.5 hours @ \$75 in seat time; 2.5 hours @ \$40 per hour in preparation time).

I agree to pay Ms. Ranker on a per visit (Initial: _____) / weekly (Initial: _____) / monthly (Initial: _____) basis. I agree to honor a \$50.00 fee for all checks returned due to insufficient funds. I understand that if more than one check is returned for insufficient funds, I will pay Ms. Ranker on a cash only basis, and that payment will be due at the end of each session. (Initial: _____)

I agree to deliver my child to the library at _____ or to my home at _____. Ms. Ranker will never be responsible for the transportation of my child to or from these appointments. If my child is of driving age, I give my child, _____, permission to drive himself/herself to designated appointment locations at designated times. At no time will Ms. Ranker be responsible for my child's transportation.

Name: _____

Signature: _____

(*) Seat time is the time spent between student and teacher physically or on-line.