

Marisa Bellovin Tutoring, LLC

2024-2025

Contractual Agreement and Policy Information

To ensure the practices of educational services are clear, a brief statement of policy is listed below. Please review, sign, and return one copy so I can reserve a space. Keep a copy for your records.

Tuition

Tutoring session cost is \$125 per 60 minute session

Payments can be made by any of the following:

- Cash or checks payable to Marisa Bellovin
- Zelle Pay

All sessions begin and end promptly at a scheduled time.

Payment is due per session. If you have more than 1 session scheduled per week, payment is expected weekly. Alternatively, you have the option to pay for the month upfront. If you choose this option, tuition is due on the 1st day of that month unless other payment arrangements have been made.

Cancellation Policies

Please keep all scheduled appointments to ensure consistency for your child. As the scheduling of an appointment involves the reservation of time specifically for you, the tutor has a 24-hour cancellation policy. The tutor charges for a full session, if you cancel the session in less than 24 hours of the scheduled time. To accommodate cancellations made in less than 24 hours, the tutor allows you to reschedule the missed session the same week during the tutor's working hours, without charge. However, the tutor can't guarantee that she will have availability for a makeup.

Sessions are on an ongoing weekly basis, except major holidays. Please provide the tutor with at least two week's notice for family vacations and for holidays.

Parent Conferences

In-person parent conference sessions may sometimes be advisable to discuss progress and problems in depth. Telephone messages will be returned within 24 hours. Good communication is an essential part of educational therapy; please feel free to call or email to discuss any questions or concerns. School meetings or consultations out of the office are also billed separately, including travel time.

*** Please enclose a list of your child's teachers' names, subject and email addresses if you'd like the tutor to be in contact directly.

I understand and agree to the policies of Marisa Bellovin.

Signature_____Print Name_____Date_____

I am looking forward to working with you in the capacity as a Learning Specialist-Educational Therapist and part of a team that includes my client, my client's family, teachers and other professionals.

Marisa Bellovin, M.Ed., Newton MA 02458
617 835 7637 marisa.bellovin@gmail.com