



Griffith Tutoring Centre

Growth **Confidence** Success

APPLICATION FOR ENROLMENT

STUDENT DETAILS:

I wish to enrol (Student Name) _____
D.O.B: ___/___/___ GENDER: MALE FEMALE
School Attending: _____ Grade/Year: _____
Subjects (high school only): _____
Student Phone No: _____ Student Email: _____
Known learning difficulties: _____

Serious illnesses/disabilities/allergies you feel we should know about: _____

PARENT/CARER CONTACT DETAILS

1 - PRIMARY CONTACT

Name: _____ Relationship to Student: _____
Address: _____
Home Ph: _____ Work Ph: _____ Mobile Ph: _____
Email: _____

2 - SECONDARY CONTACT

Name: _____ Relationship to Student: _____
Address: _____
Phone: _____ Email: _____

Fees for 2020

Fees must be paid weekly or else in advance and will not be allowed to enter arrears. All accounts must be settled prior to the following tutoring session to avoid refusal of service. The subjects below are **\$55.00 per session (80-minute lesson) incl. GST**. Please tick to indicate your selection(s).

	Mathematics		
	English	<input type="checkbox"/>	Reading
		<input type="checkbox"/>	Spelling
		<input type="checkbox"/>	Writing
		<input type="checkbox"/>	Comprehension
	Study Skills		
	Assessment and Exam Preparation		
	Other Subjects:		

How did you hear about our Griffith Tutoring Centre? _____



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CONDITIONS OF ENROLMENT

We undertake to provide regular weekly lessons designed to the best of our abilities to improve your child's standard in the subject(s) nominated. Your cooperation regarding the following will assist Griffith Tutoring Centre in maintaining a high level of service.

- I am aware of the homework that is required and will do my best to help my child and see that his/her homework is complete each week.
- I understand that my child's attendance must be regular and punctual in order to achieve maximum benefit from GTC's services.
- I acknowledge that if my child disrupts the learning of other students, Griffith Tutoring Centre staff will bring this to my attention with the expectation that I work with my child to rectify this.
- I acknowledge that continued misbehaviour by my child may result in refusal of service by Griffith Tutoring Centre.
- I acknowledge that I must collect my child on time after their tutoring sessions, as Griffith Tutoring Centre does not take responsibility for the supervision of children outside of their scheduled lesson times.
- I understand that failure to provide Griffith Tutoring Centre with prior notice of my child's inability to attend will result in 50% of that lesson's fee being payable prior to resumption of my child's next lesson.
- I acknowledge that the toilets available to my child whilst at tutoring are public and that it is in the best interest of the safety of my child that I ensure that he/she has used the bathroom prior to their arrival at Griffith Tutoring Centre.

PAYMENT PREFERENCES

I would like to pay by: ~~Credit/Debit~~ Bank Transfer Cash

Weekly On a per term basis (5% discount applies)

Name of Parent/Gurdian: _____

Signature: _____ Date: __/__/____

SESSION DETAILS (CENTER TO COMPLETE)

SUBJECTS ENROLLED FOR: _____

DAY: _____ TIME: _____ TEACHER: _____

DAY: _____ TIME: _____ TEACHER: _____