

Snapshot Science, LLC
Collaborative Science...Independent Thought
2016-17

Tutoring & ACT Workshop Registration Instructions and Policies:

Please fill out the registration form as completely as possible.

ACT workshop – Early Bird rates \$40 for one subject; \$80 for two; \$110 for three. Registration with payment must be postmarked at least one week prior to first workshop for Early Bird Rates. Regular registration is \$45/90/125.

Tutoring - Payment of balance is preferred upon completion of each tutoring session. Tutoring - \$35/hr at Snapshot Science or \$40/hr at Wausau Area School. (2016-17 Rate)

Invoice statements with unpaid balances are due within 15 days of the receipt of statement unless special arrangements have been made.

Make checks payable to Snapshot Science, LLC

Mail completed registration form and check (if applicable) to:

Snapshot Science, LLC
4411 Huntington Ct
Wausau, WI 54401

Insufficient funds fees assessed by the bank will be forwarded to the person making payment for tutoring or ACT services.

Please call or text to cancel tutoring appointments as soon as you know you are unable to keep an appointment (715)301-0121.

Absences without notice prior to the tutoring time will result in a one hour fee.

Students who miss an ACT workshop are welcomed to receive the workshop materials, but must schedule a tutoring session if she/he would like to make up the workshop. NOTE - tutoring rate for that instructor will apply.

In the case of inclement weather or if an instructor is ill, ACT workshops will be rescheduled. Inclement weather determination is made if the host school cancels after-school activities. Check local media to determine when after-school activities are cancelled. If rescheduling is not possible, the tuition for the cancelled workshops will be refunded.

Use of personal information policy:

All personal information on the registration form will be kept confidential unless Snapshot Science, LLC or employees of Snapshot Science, LLC have been given permission to disseminate the information. In the event that a student is in need of medical attention while participating in a Snapshot Science course, medical information will be released to health care providers and a parent or guardian will be contacted as soon as the student is under proper care.

Tutoring Session guidelines/suggestions:

The first session for each new subject to be tutored will require a 15 minute interview to allow the tutor to determine the needs of the student.

Please bring class materials including textbook, notes, supplementary study guides and workbooks, graded assignments or tests, paper and pencil, and calculator as necessary.

It is essential that the student be open regarding their efforts thus far.

It is helpful for the student to determine, as specifically as possible, what concepts or problems are giving them difficulty. A list of specific questions the student would like help with is a great idea. This will allow the tutor to meet the specific needs of the student in an efficient way.

It may be necessary for the student and tutor to go back to review previous course concepts in order to have a working knowledge of the current content.

Snapshot Science, LLC - Tutoring/ACT Registration

Student Name (Last, First) _____

Grade _____

School Name _____

Home schooled student write "Home"

Email address _____

*Please have student fill out next page.

ACT Workshops – Please list date and location of each workshop subject for which you register.

Subject	Date	Location
Science		
Math		
Eng/Rdg		

Parent/Guardian (s) Names _____

Address _____

Street

City

Zip Code

Phone (daytime/work) _____ Phone(evening/cell) _____

Email address _____

Emergency Contact Information:

Emergency contact name (other than parent or guardian) _____

Relationship to student _____

Phone (primary) _____ Phone(secondary) _____

Student Health information: (held strictly confidential for emergency purposes only)

Known allergies _____

Other medical conditions that may affect participation or safety, please name the condition and describe how it may affect participation:

Printed Name of Parent or Legal Guardian

Signature

Date (mo/d/yr)

How did you or your parents hear about Snapshot Science? (please circle all that apply)

Snapshot Science flyer Advertisement Friend Facebook SSS Website Family

Other: _____

*Student Profile (ACT students, please complete 4 - 6 only)

1. Please list the subject, textbook title, editor/author, and publisher used in the subjects in which you would like tutoring?

2. Please describe why you are seeking tutoring. Be as thorough as you can to help your tutor understand how to best meet your needs.

3. Please list the best times and days of the week for tutoring sessions.

4. Have you done any ACT Test Preparation prior to the workshops? If so, please list study guides or programs.

5. Please list prior ACT scores.

Composite _____ English _____ Reading _____

Math _____ Science _____ Writing option _____

6. Please list Colleges or Universities you are considering, following high school.

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