



MATH-101

Program Policies & Enrollment Guidelines

Welcome to Math-101! My goal is to provide consistent, structured, and high-quality academic support for every student. These policies help ensure clarity, fairness, and smooth scheduling for all families.

Monthly Tuition

- Tuition is billed **monthly** rather than per lesson for a reserved weekly session.
- Tuition reserves a consistent weekly time slot throughout the school year.
- Most months include **four lessons**. If a month has a fifth week, that lesson is included at no additional charge unless it falls during a scheduled school holiday or planned program break.
- Tuition is not calculated per session and remains the same each month.
- Payment is due on the **1st of each month**.
- The monthly structure supports consistency, scheduling stability, and steady academic progress.
- Please contact Math-101 for current tuition rates.

Proration Policy

- Proration applies only when a student begins after the monthly cycle has started.
- Any prorated amount is calculated using the standard per-lesson rate.
- Monthly tuition reflects enrollment in the program and reservation of a dedicated weekly time slot.

Additional (Add-On) Sessions

- Additional tutoring sessions may be scheduled in advance outside of a student's regular weekly session, based on availability.
- Please contact Math-101 for current rates and scheduling.

Attendance & Illness

- If a student has any symptoms of illness (including allergy-like symptoms), the session will be conducted via Zoom instead of in person.
- Please notify me as early as possible if a switch to Zoom is needed.
- This policy helps maintain a healthy learning environment for all students.

Missed Sessions

- Missed sessions are not individually rescheduled because each weekly time slot is reserved exclusively for the student.
- A weekly group catch-up session is offered on **Fridays from 7:00–8:00 PM via Zoom**.
- Missed lessons are not carried over to the following month.
- No refunds or credits are issued for missed sessions.



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Holidays & Summer Schedule

- The tutoring schedule follows the academic calendar and planned program breaks, which will be communicated in advance.
- **Summer operates on a flexible schedule rather than the regular monthly enrollment model.** Students are encouraged to continue meeting weekly to maintain consistency and academic progress, but families may adjust their schedule to accommodate vacations, camps, or other summer activities.
- There is **no minimum monthly commitment during the summer.** Families are charged **only for the sessions they choose to schedule and attend**, at the current per-session rate.
- Students who wish to maintain their regular weekly schedule throughout the summer are welcome to do so, subject to scheduling availability.

Communication

- Due to back-to-back sessions, feedback is typically shared by message after classes conclude.
- I am always happy to answer questions regarding student progress, scheduling, or coursework.

Enrollment

- Enrollment is month-to-month.
- Continued participation confirms agreement with these policies.
- Policies may be updated periodically with advance notice to families.