

Client Agreement



Student Name: _____

Emergency Contact Information

New clients will receive an emergency contact form. New sheets will be distributed every August in order to keep the information current. If your contact information should change, please download or request another form.

Registration Fee

A non-refundable registration fee of \$89 is required for Learning Communities, College/ Career and Community Outreach Packages. If you are registered for multiple programs, only one registration fee is required. The registration fee will be due at the beginning of each academic year thus ensuring a spot in the program(s).

Payment Terms

Clients can choose to pay up front for each program, or payments may be spread over a ten-month period beginning in August and ending in May. Monthly payments are due by the 10th of each month. Payments can be made by cash or check at the time of the session. A \$50 late payment fee will be assessed for late payments as well as for bounced checks. Payments for all tutoring and individualized instruction sessions are due by the 10th as well. Each session will be scheduled prior to the beginning of the month to reserve your slot(s). If you are unable to attend your session, it will be rescheduled within the same month whenever possible.

Cancellation

Parents and students may cancel a program at any time with 30 days notice.

Black-out Dates

All programs will coincide with the Orange County Public School Calendar with regard to school holidays and for school cancellations related to weather and other emergencies. A list of relevant dates will be provided at the beginning of each academic year. Please consult the OCPS website at www.ocps.net if you have any questions and/or concerns. Sessions will be rescheduled as soon as possible.

Liability

By signing below, you agree that Master Mind Educational Consulting, its owners, and/or employees shall not be liable for any property loss or personal injury to the parent or student while entering, exiting or remaining on the premises in connection with services provided by Master Mind Educational Consulting.

Programs:

- ___ Learning Community - \$3,995 (\$399.50/mo)
- ___ College & Career - \$1,945 (\$194.50/mo)
- ___ College & Career Plus - \$3495 (\$349.50/mo)
- ___ Community Outreach - \$345 (\$34.50/mo)
- ___ Junior/Senior Combo - \$6,195 (\$619.50/mo)
- ___ Tutoring - \$50/per session
- ___ Individualized Instruction - \$60/per session
- ___ Transcript Processing & Portfolio Management - \$795 per year
- ___ Other: _____ Rate: \$ _____

Client Signature _____ **Date** _____

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