

Tutoring Agreement

Tutor: [Tutor name] **Client (parent or guardian, or adult student):** [Client name] **Date:** [Date]

1. Student and Subjects

Tutor will tutor [Student's name, grade or level] in [subjects, e.g., "algebra 1 and SAT math"]. Goals: [e.g., "prepare for the [Date] exam", "raise the semester grade", "build reading fluency"].

2. Sessions

Sessions are [Number] minutes, [Number] times per week, on [days and times], held [Choose one: "at the student's home" / "at [public place, e.g., the library]" / "online via [platform]"].

3. Fees and Payment

The fee is [Amount] per session [or: "[Amount] for a package of [Number] sessions, paid in advance"], paid [at each session / monthly in advance] by [method]. Tutor may change the fee with [Number] days' written notice.

4. Cancellations

Either party may reschedule a session with at least [Number, e.g., 24] hours' notice. A session cancelled with less notice, or missed, is charged in full [or: "at [percentage]"]. If Tutor cancels, the session is rescheduled at no charge.

5. Progress and Communication

Tutor will share a short progress update [after each session / monthly] by [method], and the Client will let Tutor know about upcoming tests, assignments, and teacher feedback. Tutor helps the student learn but does not guarantee any grade or score.

6. Academic Honesty

Tutor will help the student understand material and complete work, but will not do graded work, tests, or applications for the student.

7. Minor Students and Safety

[For a student under 18:] A parent or guardian signs this agreement as the Client. [Choose one: "A parent or another adult will be present in the home during in-person sessions." / "Online sessions are held with the student's camera on in a common area of the home."]
Tutor will not contact the student outside scheduled sessions except through the parent or as the parent permits.

8. Independent Contractor

Tutor is an independent contractor, not an employee of the Client, and is responsible for Tutor's own taxes.

9. Ending This Agreement

Either party may end this agreement with [Number, e.g., 7] days' written notice. Prepaid, unused sessions will be refunded [in full / prorated]. This agreement is governed by the laws of the State of [State].

Signatures

By signing below, each party agrees to these terms.

[Tutor name] ("Tutor")

Signature: _____ Printed name: _____ Date: _____

[Client name] ("Client")

Signature: _____ Printed name: _____ Date: _____

This template is a general starting point, not legal advice — customize it and have it reviewed for your situation.