



eTeachingMe Policies and Agreements

Please initial each policy below. Your initials are confirming that you have read it in full, acknowledge, and are agreeing to the terms and conditions under which each apply.

Drop Off & Pick Up Notice *

For all classes, parent or guardian is required to drop child off at beginning of class time and efficiently pick up the child/person at the end of class time. For all special classes & events (in green), there will be a late charge of \$10 for every 15 minutes that pick-up time is late. Due to our program needs, we enforce this policy to properly and efficiently manage our class's schedules and the needs of all of our students.

Medical Emergency Consent *

By signing your name below, you are agreeing and understand the following. I, the undersigned parent or guardian of the above named student, do hereby grant authority to the staff of eTeachingME to render judgement concerning medical assistance in the event of an accident, injury, or illness during my absence. I give my consent for my family doctor to treat my child in case of emergency or if you are unable to contact him, please accept this form as your authority to use the doctor on call in the emergency room for any necessary emergency medical treatment. I also understand that in this instance, I will be notified by phone in regards to the situation, and I give permission for my child to be transported to the nearest medical center if treatment is needed.

Payment Policy Consent *

I understand that there is a \$25.00 registration fee once a year, unless I quit and re-register, at that time there would be another \$25.00 fee. The first month's tuition & registration fee is due in full at initial registration. I understand that I am to pay my child's tuition in full on the 1st of the month. If I fail to pay by the 10th, I will be charged a \$25.00 late fee. If payment is not received, the student may be dropped from the class. I understand that if I mail my tuition, it must be postmarked by the 5th to eliminate any possibility of it being received any later than the 10th. I understand that all fees are non-refundable. All tutoring services are \$30 per hour and must be paid in full before services can begin.

Credit Card Policy *

By submitting my credit card information through the secure online registration process using the PayPal payment processing system, I authorize eTeachingMe to automatically charge my card for monthly fees on the 2nd of each month. I understand that I must give written notice to eTeachingMe before the 1st of the month if I decide not to continue classes or decide to use another payment option. If I do not do this by the 1st I agree that I will be charged for that month. I agree that a \$25 registration fee will be charged to my card along with the first month's tuition upon office approval of my registration form. All accounts are set up for an automatic monthly e-pay (recurring payment) unless we are notified by the 1st of the month.

_____**Member Policies ***

I understand that if my child drops a class, I must provide a written notice to the office. I understand that the payment for all classes will be my responsibility until the arrival of such notification. I understand that written notice must be received before the end of the child's last month. I also understand that some months have an extra class included in that month and I am not charged for that class. Therefore, during the year I receive a number of "free classes." These are considered make-up classes for holidays. Therefore, on short months, I will pay full payment. I grant to eTeachingMe the right to take photographs/videos of my child. I agree that eTeachingMe may use such photographs or videos for any lawful purpose, including such purpose as publicity, illustration, advertising and web content.

_____**Release of Liability ***

By reading and signing this form, you are agreeing and aware that you are engaging in activities with Love N Learn At Home, LLC dba eTeachingMe that include but are not limited to physical exercise and use of equipment, facilities, training and learning instruction. Some of our activities could cause injury to you or others. You are voluntarily participating in these activities and assume all risks of injury and liability that might result. You agree to waive any claims or rights you might otherwise have to pursue, Legal or other action against Love N Learn At Home, LLC dba eTeachingMe, the facility's owners, officers, employees, or agents for any reason. You have carefully read this waiver and declare you are sufficiently physically fit for any of our activities in which may require physical abilities and exercise.

Signature of authorized parent/guardian *

By signing below, you are agreeing to register the above named child/person for our enrichment learning classes. You have read and fully understand all class details, descriptions, and policies as stated above. This signature verifies understanding and acceptance of this registration.

Signed this day

Date

Signed at this time

Time

_____ **AM / PM**