



YOUTH AND FAMILY SERVICES

250 South Route 59, Bartlett, IL. 60103 / (630) 483-5799 / www.hanover-township.org

OFFICIALS

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2015 TUTORING PROGRAM SERVICES

February 9, 2016 to May 3, 2016

DIRECTIONS FOR APPLICATION FORM:

- Please complete and print the application form.
- All Tutoring Application Forms must be completely filled in by:
Section A parents/guardians / Section B student's teacher
- Please mail* (or drop off) completed and signed application (Section A and B) to:
Hanover Township Youth and Family Services
Attn: Sara Concepcion
250 South Route 59
Bartlett, IL 60103-1648
- For additional information call (630) 483-5799 or visit our website at: www.hanover-township.org

Hanover Township Youth and Family Services is pleased to offer you a tutoring program to help your child increase their academic skills. Five certified teachers will provide weekly, one-hour small group tutoring sessions on Tuesday or Thursday evenings, at 5:00, 6:00, or 7:00 PM. Students should be able to read and work independently in a small group for one hour. Tutoring will take place at Streamwood High School, 701 W. Schaumburg Road, Streamwood, IL 60107 (Sabre Center: Door 31).

ELIGIBILITY AND REQUIREMENTS:

To be eligible, your child must meet the following criteria and a parent or guardian must sign and return this completed form.

1. Student must live in Hanover Township (the *Cook County portion* of Bartlett, Streamwood, Hanover Park, Elgin, Schaumburg, or Hoffman Estates) and must currently be in Grades 2 through 12. ***Out-of-Township residents, please call (630) 483-5799 for more information.***
2. **A guardian 18 years or older for 2nd through 8th grade students must remain in the building during the Tutoring Sessions.**
3. A \$45.00 fee per semester/per student is due when completed form is delivered. Please return your application form (Section A & B) to be guaranteed a slot at the beginning of the semester. Tutoring slots will be filled on a first come first served basis.
4. All students must bring his or her own school materials and assignments to Tutoring Sessions or students may bring his or her own grade level workbook to Tutoring Sessions. The workbooks can be found in book stores and Sam's Club.
5. Upon completion of tutoring application, and receipt of fee, your child/children will be assigned a tutoring time.

Hanover Township Youth and Family Services will accept debit and credit cards. Please note that LexisNexis will charge the consumer a processing fee of 2.13% for the use of this service. LexisNexis will accept payment of such fees through the use of a valid payment method. The payment method may include without limitation, Visa, MasterCard, Discover Card, or American Express credit card, as well as most major debit cards in LexisNexis's reasonable discretion.



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TUTORING SERVICES APPLICATION FORM

Section A

Previous Tutoring: Yes No Sex: M F Date: _____
 Student's Name: _____ Birthday: _____
 Address: _____ Race: _____
 Town, State, Zip: _____ School: _____
 Home Phone: _____ Parent's Work Phone: _____
 Cell Phone: _____ *E-mail Address: _____

PARENT/GUARDIAN CONSENT, AUTHORIZATION FOR RELEASE OF INFORMATION, AND AGREEMENT

I, _____ (parent/guardian name), give consent for my child to receive tutoring services from a certified teacher through Hanover Township Youth and Family Services. I authorize the teacher-tutor and my child's school teacher to exchange information about my child's academic progress for the purpose of planning and coordinating the tutoring plan.

Registering for Tutoring Services gives Hanover Township Youth and Family Services the authorization to use photos and videos for promotional purposes.

First Choice:

Second Choice:

Although it is not guaranteed, it is our goal to provide you with your requested date/time. Choose 2.	<input type="checkbox"/> TUESDAYS	<input type="checkbox"/> 5:00PM	<input type="checkbox"/> TUESDAYS	<input type="checkbox"/> 5:00PM
	OR (chose one)	<input type="checkbox"/> 6:00PM	OR (chose one)	<input type="checkbox"/> 6:00PM
	<input type="checkbox"/> THURSDAYS	<input type="checkbox"/> 7:00PM	<input type="checkbox"/> THURSDAYS	<input type="checkbox"/> 7:00PM

As a condition for my child to receive tutoring services, a guardian 18 years or older for 2nd through 8th grade students must remain in the building during the Tutoring Sessions.

Parent/Guardian Signature _____ Date: _____

Section B (for teachers only)

Teacher's Name: _____
 Signature: _____
 School Name: _____
 Address: _____
 E-Mail Address* _____ Phone #: _____

Specific subject area(s) in need of tutoring: _____

READING – GRADE LEVEL: _____

MATH – WHICH AREA: ADDITION SUBTRACTION MULTIPLICATION DIVISION
 ALGEBRA TRIGONOMETRY CALCULUS

Any special services/resources provided to the student by the school: _____

*E-mail information is for Township use only (Twp email list, announcements of programs, services, events, etc.) and will not be distributed or sold to outside vendors.