

YOUR BUSINESS NAME HERE

Your Business Slogan Here!

BUSINESS ADDRESS * CITY, STATE, ZIP * PHONE NUMBER * Website address

YOUR BUSINESS NAME HERE summer session will begin XXXXX, June XX, 200X.

Enclosed please find a class list for small group tutorials, as well as the registration form for classes and individual tutoring.

All forms must be returned by May XX, 200X.

Individual Tutoring:

Individual tutoring will be offered in-clinic and in-home for the summer of 200X.

To ensure the best hours for your child and their schedule, it is important that days and times are established. We realize that summer is a very busy time, and will be as flexible as possible with all schedules.

Small Group Tutorials:

Each small group tutorial consists of 4 to 6 students and one teacher who meet for **one hour every day**. The tutorials are designed to serve students who wish to improve, maintain or enhance their current academic skills in reading, writing or math. Instruction is based on individual needs. Progress reports will be mailed after the last session.

Session Dates: **Session I :** June X – July X, 200X
 Session II: July X – July X, 200X

Session Fees: **Session I:** \$XXX.00 **Session fees are due in full prior to starting date.*
 Session II: \$XXX.00

Thank you for your time!

We look forward to working with you and your child this summer!
