



SACRED HEART SCHOOL

SUN VALLEY

3690 Sun Valley Drive, Sun Valley, Parañaque City 1700
Telephone No.: 846-6495/776-0312

TUTORIAL AGREEMENT FORM

1. Tutorial fee is **Php 400.00** per hour.
2. Schedule of tutorial: Days: _____
Time: _____
3. Total number of sessions: **10 sessions**
4. Payment of tutorial fee is due before the start of tutorial.
5. The child has to come on the specified schedule and should **ALWAYS** be on time. If the child will be absent or late, please advise the school.
6. In case the teacher assigned to the child is absent, a substitute teacher will take over the session.
7. The school is not required to have tutorial session in case of a declaration of NO CLASSES by the Department of Education/LGU due to typhoon or public holiday and semestral breaks.
8. Due to the schedule of our school activities (ex: field trip, seminars or half day work), tutorial sessions may be re-scheduled. Parents will be informed ahead of time.
9. If you wish to continue your child's tutorial, please let us know one (1) week before the end of the tutorial.
10. Check payments should be payable to CREATIVE VALLEY LEARNERS CENTER INC.

Child's Name/Grade Level

Parent's Signature over Printed Name/Date

Assigned Teacher