



TUTORING SERVICES PROGRAM

October 1st 2019 to December 12th 2019

DIRECTIONS FOR APPLICATION FORM:

- All Tutoring Application Forms must be completely filled in by:
Section A parents or guardians / Section B by the student's teacher
- Please mail (or drop off) completed and signed application (Section A and B) to:
Hanover Township Youth and Family Services
Attn: Michelle Avila, 250 South IL 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 Services will take place at Hanover Township Youth and Family Services located at 250 South Illinois Route 59, Bartlett, IL. 60103.

ELIGIBILITY AND REQUIREMENTS:

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 child/per semester is due when application is completed. Please return your application form at your earliest convenience as tutoring session slots fill on a first come first serve basis - (Section A & B) are needed to be guaranteed a slot at the beginning of the semester. Please note that we do not provide refunds for Tutoring Services Program Fees.
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 on Amazon.com – if you are unsure about which workbook to purchase, please contact your child's teacher or call us.
5. Your child's tutoring session slot will be secured upon the completion of the tutoring application and payment of the fee.

* 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.

OFFICIALS: Brian P. McGuire, Supervisor ♦ Katy Dolan Baumer, Clerk ♦ Thomas S. Smogolski, Assessor
Aise "Lee" Beattie, Trustee ♦ Craig Essick, Trustee ♦ Eugene N. Martinez, Trustee ♦ Khaja Moinuddin, Trustee

Phone: (630) 483-5799 • 250 South IL Route 59, Bartlett, Illinois 60103 • Fax: (630) 483-5789
www.hanover-township.org



TUTORING SERVICES APPLICATION FORM

Section A

Previous Tutoring: Yes No Sex: M F

Student's Name: _____

Address: _____

Town, State, Zip: _____

Home Phone: _____

Cell Phone: _____

Date: _____

Birthday: _____

Race: _____

School: _____

Grade: _____

Parent's Work 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.

First Choice:

Second Choice:

Although it is not guaranteed, it is our goal to provide you with your preferred time. Provide 2 choices.

- | | | | |
|---|---------------------------------|---|---------------------------------|
| <input type="checkbox"/> TUESDAYS | <input type="checkbox"/> 5:00PM | <input type="checkbox"/> TUESDAYS | <input type="checkbox"/> 5:00PM |
| <input type="checkbox"/> OR (chose one) | <input type="checkbox"/> 6:00PM | <input type="checkbox"/> 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: _____

Please sign to authorize your child to be photographed/video taped for Hanover Township publications, social media and website use. By declining to sign, your child can still participate in the tutoring program. Thank you.

Parent/Guardian Signature _____ Date: _____

Section B (for teachers only)

Teacher's Name: _____
E-Mail Address* _____

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

READING LEVEL (based on last report card): Below Grade Level At Grade Level Above Average

MATH LEVEL (based on last report card): Below Grade Level At Grade Level Above Average

MATH – Please check areas in need of improvement : ADDITION SUBTRACTION
 MULTIPLICATION DIVISION PROBLEM SOLVING WORD PROBLEMS
 FRACTIONS DECIMALS ALEGBRA GEOMETRY TRIGNOMETRY PRECALCULUS

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.