

Personal Details of Student/Client:

Full Name and Surname: _____

Current Occupation: _____

Current Employer: _____

OR Current School/Varsity: _____

Current Grade: _____ OR Current Year (ie 1st Year, Hons etc.): _____

Date of Birth: _____ Gender: _____

Residential Address: _____

_____ Postal Code: _____

Postal Address: _____

_____ Postal Code: _____

Student/Client Contact Details:

Cell No: _____ Tel No: _____

Fax No: _____ Alt No: _____

Email: _____

Do you have consistent access to the internet? YES NO

Parent/Guardian Contact Details: (If client's parents are paying or the client is a minor)

Full Name and Surname: _____

Relationship to Student/Client: _____

Residential Address: _____

_____ Postal Code: _____

Postal Address: _____

_____ Postal Code: _____

Cell No: _____ Tel No: _____

Fax No: _____ Alt No: _____

Email: _____

Details for Tutors:

Subjects to Tutor: _____

Grade/Level of Tutoring Required: _____

Address where Tutoring May Commence: _____

 Postal Code: _____

Marketing Information:

Where did you see us or hear about us? (Tick appropriate box/boxes):

<input type="checkbox"/>	Flyer	<input type="checkbox"/>	Word of Mouth
<input type="checkbox"/>	School Communicator	<input type="checkbox"/>	Bill Board
<input type="checkbox"/>	Twitter	<input type="checkbox"/>	Facebook
<input type="checkbox"/>	An Internet Site -	Which internet site? _____	
<input type="checkbox"/>	Other -	Specify: _____	

Dear Student/ Client/ Parent,

Thank you for choosing Grade Guru Tutors for all your tutoring and training needs. We will be in touch with you within the next 5 business days regarding the invoice, terms and conditions of use and payment needed in order for tutoring to commence. After payment has been received for the relevant lessons, and the terms and conditions of use signed by the account payee, we will make the tutor's contact details available to you and your details available to the tutor, so that you may liaise with each other directly and book the times of your lessons.

Please remember that the first lesson lasts for 30 minutes and is not included in your purchased lessons as this is a value added service. This 30 minute lesson will commence free of charge due to an assessment that the tutor will have to do to determine the student/client's current level of understanding, and areas of difficulty for the student/client.

If we as Grade Guru Tutors find that we either do not have a tutor in your area or who tutors the subject(s) that you are inquiring with us about, we will find one for you within the maximum time frame of 1 month (this is due to the screening that we have to do for potential candidates to ensure a quality and safe service to you) at no extra cost to you. We apologise for any inconvenience caused due to this, and will keep you updated about the progress of this exercise should it be needed.

If you find that you are unhappy with the tutor for any reason, please liaise directly with us regarding your concerns and we will either train or replace the tutor for you.

We hope that you have a wonderful experience with all the Grade Guru Tutors and we hope that the service we provide is of the top notch quality that you expect.

 Kind regards,
Darsha Govender
Managing Director


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