



University at Buffalo

Center for Literacy and Reading Instruction

Graduate School of Education

ONE-TO-ONE READING & WRITING TUTORING 2024 SUMMER REGISTRATION FORM July 8 – August 10, 2024

Registration Deadline: Friday, June 14, 2024

Please complete one “Summer Registration Form” & one “Summer Payment Form” for each family. A completed “Summer Academic Information Form” is needed for each child attending tutoring. Contact CLaRI’s Associate Director, Ashlee Campbell (716-645-1058 / ashleeb@buffalo.edu) with questions.

FAMILY INFORMATION

Child’s Name _____ Gender _____

Age _____ Birthday _____ Grade entering in fall 2024 _____

School _____

Child’s Name _____ Gender _____

Age _____ Birthday _____ Grade entering in fall 2024 _____

School _____

Parent 1’s Name _____ Occupation _____

Home Phone # _____ Business Phone # _____ Cell Phone # _____

Parent 1’s Address _____

Parent 1’s Email Address _____ Best way to contact: phone / email

Parent 2’s Name _____ Occupation _____

Home Phone # _____ Business Phone # _____ Cell Phone # _____

Parent 2’s Address _____

Parent 2’s Email Address _____ Best way to contact: phone / email

TUTORING FORMAT

CLaRI offers both in-person and virtual tutoring. In-person tutoring occurs on-site at CLaRI. Virtual tutoring occurs over Zoom. All in-person and virtual instruction is one hour in length. Each child is paired with a literacy specialist who will provide all literacy instruction during the summer. Tutoring must remain in the chosen format (in-person or virtual).

- ☐ Virtual Tutoring
- ☐ In-person Tutoring

SCHEDULE INFORMATION

One-to-one tutoring meets for five weeks, from July 8th – August 10th. The minimum number of tutoring sessions is one (1) per week for five (5) weeks, for a total cost of \$300 (\$60 per session). Families may choose for their child(ren) to enroll in more than one tutoring session each week (see pricing below). **Financial assistance is not available during the summer.**

Please mark how many tutoring sessions per week you would like your child to receive?

- ☐ one (1) session per week (total of \$300 for all 5 weeks)
- ☐ two (2) sessions per week (total of \$600 for all 5 weeks)

Please indicate the days and times you'd prefer for tutoring sessions. Mark your first (#1), second (#2) and third (#3) choices on the chart below and we will make every effort to meet your scheduling needs.

Monday	Tuesday	Wednesday	Thursday	Saturday
4:00-5:00 _____	4:00-5:00 _____	4:00-5:00 _____	4:00-5:00 _____	9:00-10:00 _____
5:15-6:15 _____	5:15-6:15 _____	5:15-6:15 _____	5:15-6:15 _____	10:15-11:15 _____
6:30-7:30 _____	6:30-7:30 _____	6:30-7:30 _____	6:30-7:30 _____	11:30-12:30 _____

If you will be on vacation during one of the weeks of our summer program, CLaRI will be happy to accommodate this and schedule **one (1)** make-up session. We cannot accommodate more than one absence.

Yes, I will need to schedule a make-up session: Yes No

Please indicate the date of the session you will miss: _____

*During the first tutoring session, please schedule a make-up session that is convenient with your schedule and the teacher's schedule.

Email (ub-clari@buffalo.edu) or fax (716-645-5060) the completed "Summer Academic Information Form," and the "Summer Registration Form," to CLaRI's Associate Director, Ashlee Campbell.

PARENT SIGNATURE:

By attending CLaRI's summer reading program and signing below, you are aware that:

1. CLaRI faculty/staff can only accommodate one (1) make-up session.
2. All in-person tutoring must be conducted at CLaRI. Off-site tutoring is not permitted. Virtual tutoring must remain virtual all summer.
3. All CLaRI books and resources must be returned to CLaRI at the end of tutoring and in the same condition as they were loaned to you.
4. Children are not allowed to leave CLaRI with anyone other than the adult(s) listed on the registration form and that a written note from a guardian is required if someone other than the adult(s) listed on the registration form will be picking up your child.
5. **Payment is nonrefundable and is due in full to reserve your child(ren)'s spot.**

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Signature of Parent or Legal Guardian

Date

Completed forms will need to be uploaded to the CLaRI secure box folder <https://buffalo.app.box.com/f/b8b383b9cd974a95b1c5c90038b2c0cd>. Label the document with your child's first and last name and title of the form. Do not email or fax registration forms, they will not be accepted.