

Calvary Baptist Church
10 Martin Luther King Avenue
Morristown, NJ 07960
Office: 973.267.0136
Rev. Jerry M. Carter, Jr.

ACADEMIC ENRICHMENT PROGRAM
TUTOR AGREEMENT

Name: _____

Date: _____

I understand and agree to the following conditions of participating as a tutor in the Calvary Baptist Church Academic Enrichment Program:

1. I will attend in-service training seminars and tutor meetings planned by the Program Coordinator(s).
2. I will meet my tutees at specified times and locations.
3. I will notify the Program Coordinator(s) at least 24 hours in advance of our meetings if I am not able to attend a session or need to reschedule.
4. I will maintain the confidentiality of my tutees at all times with the option of referral to Program Coordinator and/or Youth Pastor.
5. I will notify the Program Coordinator if my availability changes during the tutoring period.
6. I will submit attendance sheets and progress reports to the Assessment Coordinator(s).
7. I will notify the Program Coordinator when there is a change in my tutoring load. This includes reporting students who no longer need my services or those who just stop attending sessions.
8. I understand that I am expected to exhibit Christ-like behavior and to uphold the rules and regulations of the Calvary Baptist Church and the Academic Enrichment Program.

Tutor's Signature

Date

Program Coordinator

Date

Youth Pastor

Date