

iTeach...iTutor LLC

Cancellation Policy

Cancellations for Tutoring services must be made at least 1 hour before services are to be rendered. Cancellations made with less than an hour's notice will not be credited or refunded and will be charged in full.

For all other programs, families may cancel any week by notifying the Agency one week in advance; however, any week in which the child attends will be considered active and subject to the full weekly payment.

In the event of a cancellation by iTeach iTutor LLC, the session will be credited towards the next billing cycle.

Cancellation Policy Details:

- **Notification:** To cancel a session, please contact at (305) 608-0929 or email tutors@iteachitutor.com.
- **Rescheduling (Tutoring ONLY):** Although not guaranteed, we will try our best to reschedule canceled sessions. If we are unable to reschedule a session, all canceled sessions, with the exception of late cancellations, will be credited towards the next billing cycle.

Emergency Cancellations:

- In case of emergencies, please contact our office as soon as possible to discuss potential accommodations.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____