

**Learning Tree Enrichment & Tutorial Center
Inglewood Tutorial Association
8465 S. Van Ness Ave
Inglewood CA 90305
(323) 750-6559**

20014/2015 Center Hours
BY APPOINTMENT ONLY

Monday 3:30 p.m. – 7:30 p.m.
Tuesday 3:30 p.m. – 7:30 p.m.
Wednesday 3:30 p.m. – 7:30 p.m.
Thursday 3:30 p.m. – 7:30 p.m.
Saturday 10:00 a.m. – 3:00 p.m.

Please review or policy statement. If you have special needs please do not hesitate to discuss them with me.

Policy Statement

Fees are \$35.00 per hour. Please remember that **fees are due before service is rendered**. A \$15.00 **late fee** is charged to anyone who does not pay on time (**e.g. before session or same day**) The methods of payment accepted are cash, debit cards and credit cards. **Checks are not accepted**. We are a by appointment only service; therefore **same day cancellations** are charged \$15.00.

If you need to change your hours please contact me. Your appointment time is reserved, therefore if you are late, we will do our best to accommodate you. If two consecutive appointments are missed without prior arrangements, your appointment time will no longer be reserved. Remember we can only take a few children an hour and we make appointments on a first come, first serve basis.

We are an enrichment center and we encourage you to take advantage of our varied resources: homework assistance, study skills practice, diagnostic testing, state standards assessment, school/book locators, and unlimited Internet access for projects and research papers. Thank you, for your support and cooperation.

AyiKwei Kimathi
Executive Director

Student _____
Contact # (____) _____ - _____
E-Mail _____
Emergency Name _____
Emergency # (____) _____ - _____
Parent _____