

# Contract for **UURC** Distance Lab Intervention Services

The participation of my child \_\_\_\_\_ in the UURC Distance Lab tutoring program is a privilege rather than a right. To ensure my child's timely and satisfactory progress as a reader, to ensure that other UURC clients receive maximum benefits, and to facilitate efficient implementation of UURC services for the maximum number of children, I understand and agree to the following terms and conditions for my child's participation in the program, which may include up to 90 sessions.

1. My child will be ready on time and will be made available for the entire scheduled session.
2. I will be available for supervision during my child's online tutoring session.
3. I understand that I am responsible to provide a quiet space for my child during the tutoring session.
4. I understand that I am responsible for providing any equipment necessary for my child to participate in the UURC online tutoring program:
  - a. computer equipped with webcam (PC, Mac, laptop)
  - b. printer with paper
  - c. reliable internet service
  - d. Hue HD™ camera or equivalent document camera
5. I understand that I am responsible for securing or providing reading materials necessary for my child's tutoring sessions and
  - a. printed reading material will be ready at the start of tutoring sessions or
  - b. trade books assigned will be ready at the start of tutoring sessions
6. I understand that I will be charged for each session—even if my child is unavailable. If the UURC cancels a session, I will not be charged for that session. Connecting **10 or more minutes late for a tutoring session, without contacting tutor, constitutes an unexcused absence.** Furthermore, I understand my child may not be tutored that day.
  - a. If my child needs to miss a session, I will contact the UURC **at least 6 hours in advance** to advise them of such. Failure to contact the UURC **at least 6 hours in advance** constitutes an unexcused absence.

**7. If my child has 3 unexcused absences, UURC services will be discontinued.**

8. I understand that diligent effort and respectful behavior on my child's part are essential. Failure on my child's part to meet these expectations will result in discontinuation of services.
9. I understand that my child must engage in reading activities outside of the tutoring session as part of intervention. These activities may include, but are not limited to, reading practice and word list practice. Failure to complete these activities and provide the required documentation will result in discontinuation of services.
10. I understand that tuition is due the **first tutoring session of the month** to be paid in full for the upcoming month. **Failure to pay by the 3<sup>rd</sup> session of the current tutoring month will result in discontinuation of services.**
11. I give consent for my child to be photographed or filmed for UURC purposes.\*
12. I give permission for my child's work to be used for UURC purposes.\*
13. I give permission for the UURC to notify my state legislators that we are receiving UURC services.
15. I understand that discontinuation of UURC services due to failure on my part, or my child's part, to meet the terms of this contract may preclude my child from receiving UURC services in the future.

University policy prohibits discrimination or harassment on the basis of race, national origin, color, sex, sexual orientation, gender identity/expression religion, age, status as a person with a disability, veteran's status, or genetic information, in all of its programs. In compliance with Title IX and other state and federal regulations, Sex Discrimination includes acts of sexual harassment, sexual misconduct or violence, and inappropriate conduct with a minor. Inquiries about University policy or concerns may be made to: Krista Pickens at [krista.pickens@utah.edu](mailto:krista.pickens@utah.edu), or 801-581-8365.

\* In the interest of confidentiality, identifying information such as last name will be removed.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
(Parent/Guardian)