

# Strategic Math Tutoring

## Student Intake Form

Thank you for taking the time to thoughtfully and thoroughly answer these questions so I can work most effectively with your child. Feel free to use additional paper.

**Please print, fill out and email this back to [strategicmathtutoring@gmail.com](mailto:strategicmathtutoring@gmail.com)**

NAME OF STUDENT:	PARENT/GUARDIAN NAME(s):	
AGE & BIRTH DATE:		
HOME ADDRESS:		
CONTACT PARENT/GUARDIAN(s) PHONE:		
CONTACT PARENT/GUARDIAN EMAIL(s):		
SCHOOL:	GRADE:	TEACHER NAME:
MATH PROGRAM/CURRICULUM USED AT SCHOOL:		
EMAIL ADDRESS(es) for INVOICES:		
NAME, EMAIL & PHONE for everyone who should get lesson reminders (teachers?):		

How often would you like tutoring sessions? Minimum is 1x/week.

Where would you like tutoring? (Louisville Office, School, other – travel fees apply, see website)

\*summer sessions are only offered in Louisville office

When would you like to begin? Note: we will begin with the assessment series. Assessment rates are on website. Please include any scheduling notes/needs.

Tell me about what led you to seek math tutoring.

What are your goals as a parent for math tutoring?

What is your child's current attitude towards math learning? Towards tutoring? Are you aware of any specific goals or hopes your child may have for math? Any barriers?

Tell me about your child as a learner of mathematics.

- What do you see as strengths?
- What do you see as challenges?
- What is their confidence level with mathematics?

What is your view of your child's mathematics education experience thus far?

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There are many ways to approach tutoring. Some models assist students with grade level material. I follow your child's current knowledge and understanding and build upon that to ensure they are growing towards grade level standards and/or beyond grade level standards. My work focuses on the areas of **number sense and computation**. This means that working on classroom assignments/homework may not be appropriate for our tutoring session time especially when there may be a larger gap between your child's current understanding and grade level standards. I always make decisions based on what would yield the most growth for students. Please let me know if you have any questions or objections.

Tell me about any learning differences/challenges and any IEP or 504 considerations?

Describe your child's overall:

Attention span?

Relationship with school?

Tell me about any current or past tutoring and/or interventions in any area, not limited to math.

### Tutoring Policies and Invoicing:

- *Invoices are emailed to email address(es) listed and are due within one week. Summer sessions must be paid at time of booking to secure your slots. School year sessions are billed @ the end of month.*
- *All rates are published on the website. Please familiarize yourself with rates for sessions, travel fees, assessment session fees, school/teacher conference fees, applicable room rental fees, etc. . . .*
- **Cancellation notice required** for missed sessions due to ANY absences and/or variations to the school schedule including illnesses, appointments, special school activities, etc . . . Parents are responsible for notifying Amy of any school/class events which would interfere with scheduled sessions 48+ hours in advance (schools/teachers do not hold this responsibility.) **Sessions not cancelled in time will be charged.** Please notify me of illness related absences right away, first thing in the morning. Recurring absences may result in losing your future scheduled sessions to accommodate students on the waitlist.
- *You will get a portal invitation from Tutor Bird after submitting this form. TutorBird is used for monthly auto-generated invoicing and allows you to view scheduled sessions as well as manage reminder notifications. Please add my email AND [noreply@tutorbird.com](mailto:noreply@tutorbird.com) to your contacts so that these emails and invoices do not go to spam. Gmail is particularly vulnerable to this; add whitelist filters for these email addresses.*
- *Invoices can be paid by check or Venmo. Credit card payments via Stripe which incur a 3% fee. Payment details are written on every invoice.*

**\*By signing below, you acknowledge you have read the policies listed above, consent to tutoring services, agree to pay invoices on time, have reviewed all rates and additional fees on the Strategic Math Tutoring website and have provided relevant and factual information.**

Parent Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Who can I thank for the referral? \_\_\_\_\_