



## As a Member, I Understand That:

### ***ACADEMICS:***

- Students and parents are responsible for keeping track of their own homework assignments, tests, and quizzes.
- The more communication Middle Tree staff has with parents the better we are able to assist our students.
- Teachers are not responsible for keeping students entertained. When students are at Middle Tree they will be expected to pursue some kind of academic benefit.
- Middle Tree is not a daycare: although we do offer unlimited time, too much time at Middle Tree for younger students can have negative consequences both behaviorally and academically.
- If your student does not bring his or her textbook and/or class notes he or she may not be able to receive the necessary help.
- If your student does not let Middle Tree teachers know about his or her project well in advance of the due date, then your student may not receive the necessary help.
- Each student is entitled to one free academic counseling session and one free financial aid session per semester.
- Test Preparation lessons are for standardized tests such as the SAT, ACT, SSAT, etc. Preparation for tests over the course of a student's normal school year can be handled through the regular membership.

### ***LOGISTICS:***

- A Middle Tree pledge contract cannot be paused or terminated; when pledging to support Middle Tree I am pledging to support a public mission that budgets around the pledges it receives.
- Test Preparation is billed independently of the general membership.
- The SEED (Student Enrichment through Educational Development) program is meant for students who need focused attention. Billing is assessed independently of general membership.
- The SHADE program (Summer Hands-on Application Development in Education) is Middle Tree's summer program and is billed independently of the general membership.
- The LEAF program (Learning Enrichment, Activities, and Fun) is Middle Tree's intermittent weekend program, and it is billed independently of the general membership.
- Supplemental curriculum created outside of general hours will be billed independently of general membership.
- Appointments must be made 48 hours in advance or they may not be honored.
- If a student cancels an appointment inside of 24 hours from the appointment time a late fee may be assessed.
- If a student is more than 20 minutes late for an appointment, a late fee may be assessed.
- If a student is picked up late, a \$25 fee will be assessed.
- If a student is not picked up a half hour after Middle Tree closes and there is no communication with a parent or guardian, child services will be contacted.
- All memberships pause from June 1st to September 1st; if students wish to continue working at Middle Tree during the summer, they can do so through our Summer SHADE program.

**Please initial here:** \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian's Name

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Date