



## Part-Time Tutor Payment Approval Form

By completing and signing this form the parent listed below -

- gives the part-time tutor the permission to invoice the student's Reading Scholarship Account for any fees associated with part-time tutoring services rendered.
- acknowledges these fees will be paid first, from the student's Reading Scholarship Account, in the event other reimbursement requests have been submitted.

PLEASE PRINT CLEARLY:

Tutor Name: \_\_\_\_\_

Total Amount Due: \_\_\_\_\_

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

(as it appears on the student's Reading Scholarship application)

Student's Date of Birth: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

(as it appears on the student's Reading Scholarship application)

Parent's Email: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

TO THE PART-TIME TUTOR:

Please email the completed document along with the invoice after you have rendered services to Step Up For Students:

[Readingacct@sufs.org](mailto:Readingacct@sufs.org)