**Contact Information and Scheduling Form**

**Student’s Name:**       **Birthdate:** mm/dd/yy

**Address:**

**Parent’s Name(s) (if applicable):**

**Home phone:**       **Work phone:**       **Cell phone:**

**General email address:**

**Billing email address (if different):**

**Preferred way to contact (phone, email, text, etc.):**

**School attending/First day of school (if applicable):**       **Grade:**

**Availability**: Please put an X through any times that the student is ***not***available.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Monday | Tuesday | Wednesday | Thursday | Friday |
| 1:30 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 2:00 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 2:30 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 3:00 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 3:30 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 4:00 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 4:30 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 5:00 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 5:30 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 6:00 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 6:30 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 7:00 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 7:30 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| 8:00 | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |

What is the earliest time the student is available after school?

What is the latest time you are able to end a lesson in the evening?

**Preferences**: Please write the day/time that are your top three choices for a lesson. (Please give 3 distinct time frames, for example: Monday 2:30-3, Wednesday 7-9, and Friday 1:30-3:30.)

1st choice:

2nd choice:

3rd choice:

**Additional notes about your schedule**: