

testmasters

1-on-1 Course Registration Form

Personal Information:

Today's Date _____

First Name _____ Last Name _____ Nick Name _____

Phone (_____) _____ Alternate Phone (_____) _____

Mailing Address _____ Apt / Suite # _____

City _____ State _____ Zip _____

School _____ Email Address _____

How did you find about Test Masters _____ Grad. Year _____

Course Details:

- Exam Name (please specify): _____
 - Examples:
 - GMAT
 - GRE
 - LSAT
 - SAT
 - PSAT
 - ACT
 - SAT Subject – Math Level 1
 - SAT Subject – Math Level 2
 - SAT Subject – Biology
 - SAT Subject – Chemistry
 - ISEE – Upper Level
 - ISEE – Mid Level
 - ISEE – Lower Level
 - SSAT
 - HSPT
- Full Course or Specific Subject (please specify): _____
- Geographic Location of Course:
 - City _____ State _____
- Specific Location of Course:
 - CIRCLE ONE: _____ at Test Masters Office _____ at Student's Home
- Dates of Course:
 - Start Date: _____ End Date: _____
- Total Cost of Course:
 - \$ _____

Internet

www.testmasters.com
info@testmasters.com

Address

13100 Southwest Freeway
Sugar Land, TX 77478

Phones

PHONE: (281) 276-7777
FAX: (281) 276-7788

Office Hours

9:30 am to 6:30 pm (M-F)
9:30 am to 2:30 pm (Sat)

Please fax these four pages to (281) 276-7788.
Or you can email them to support@testmasters.com.
Thank you for choosing Test Masters!

testmasters

PROFESSIONAL EXAM PREPARATION

PHONE: (800) 910-3926 • EMAIL: info@testmasters.com • WEB: www.testmasters.com

1-on-1 COURSE GUARANTEES & POLICIES

OUR COMMITMENT

Test Masters is committed to offering all its courses at the highest possible quality. We firmly stand behind the quality of the teaching you will receive in our course. To support this commitment, we have the following guarantees and policies:

MAKEUP POLICY

Each student is allowed to reschedule up to two classes at no additional charge if at least 48 hours notice is given. There will be a pro-rated charge per class for make-ups exceeding this limit of two or for giving less than 48 hours notice of cancellation. While we make every effort to accommodate each make-up request, make-ups cannot be guaranteed. In tutoring situations where flight arrangements have been made, students may incur additional costs associated with travel.

EXTRA TUTORING SESSIONS

In the event that you need additional hours of tutoring beyond the hours originally agreed upon at the start of the course, additional hours can be scheduled at standard tutoring rates. Due to a high demand for our tutors, sessions are available on a first-come, first-serve basis and are not guaranteed.

REFUND POLICY

Under any circumstances, if you are unable to start the course after it has been scheduled, the fee will be fully refunded less a 20% administrative fee. If you start the course and decide to discontinue the course at anytime, the course fee will be refunded on a pro-rata basis less a 20% administrative fee and less a course materials fee. In order to obtain a refund, there must be a written request for a refund and the return of all materials in an undamaged and unmarked condition. The date of receipt of the written request is the date which the course is formally terminated.

I, _____, have read and understand the above. (Please sign below)
(Write your name here)

SIGN YOUR NAME HERE (STUDENT)

TODAY'S DATE

PRINT YOUR NAME HERE (STUDENT)

In cases where student is under the age of 18, parent must sign below as well:

SIGN YOUR NAME HERE (PARENT)

TODAY'S DATE

PRINT YOUR NAME HERE (PARENT)

CREDIT CARD AUTHORIZATION FORM

I hereby authorize Test Masters Educational Services, Inc. to charge my credit card as indicated below. By doing so, I guarantee full payment of the account as described.

CARD HOLDER'S NAME (PRINT): _____

CARD HOLDER'S BILLING ADDRESS: _____

TOTAL AMOUNT TO BE CHARGED: \$ _____

TYPE OF CREDIT CARD: VISA MASTERCARD DISCOVER

CREDIT CARD NUMBER: _____

EXPIRATION DATE: _____ CVV NO. _____

CARD HOLDER'S SIGNATURE: _____

TODAY'S DATE: _____