

**California Scholarship Federation
2025 – 2026 Contract**

1. Each member must have 10 tutoring sessions **each semester** (try to do 5 of the 10 sessions per quarter). A session must be at least a half-hour (30 minutes) long whether a “no show” or not. Sessions are based on time, not by the number of people tutored (**tutoring two people for thirty minutes equals one session, not two.**)
2. Students must remain in P-1 for the entire 30 minute tutoring period – they cannot leave early just because they are not helping someone.
3. **No more than 6** of these sessions may be done off campus. The requirements for off-campus sessions are:
 - a. Tutoring must be done at the home of the tutor or the student receiving the lesson.
 - b. A written, dated note must be signed by a parent who was present at the tutoring session. This note should verify that the lesson lasted for at least 30 minutes and should list both the names of the tutor and the person being tutored. These notes must be turned in to Ms. Santana in P-1 **within 2 days of the session.**
4. On-campus sessions may be done in:
 - a. P-1 on Monday, All Schedule from **3:00 – 3:30PM.**
 - b. P-1 on Monday, Monthly Mass Schedule from **2:45 – 3:15PM.**
 - c. P-1 on Tuesday – Thursday, block schedule from **2:30 – 3:00PM.**
5. **No more than 2 of the 6 off-campus sessions** may be done in the last 2 weeks of the semester (week of 12/1 and 12/8). Additionally, there is **no tutoring on the minimum days during finals week** of both semesters. All session “slips” must be turned in by the first day of finals (each semester).
6. Sessions do not have to be regularly scheduled (i.e. you do not have to commit to every Tuesday afternoon...), but it is recommended that you plan ahead.
7. **Seniors**, there is no CSF credit given to tutoring during your free period.
8. **All students**, there is no CSF credit given to tutoring during your study hall/study lab.
9. **Lifetime membership** will be awarded to those seniors who have attained “seal bearer” status – CSF membership for 5 semesters. Life members wear a gold cord at graduation.

Student Name: _____

Student Signature: _____

Date: _____