



TO CANCEL YOUR TUTORJAM TUTORING PLAN, PLEASE FAX THIS FORM TO 1-877-765-6384

TutorJam will confirm cancellation by sending an “Email Confirmation Letter” to the email address we have on file within one (1) business day of receiving this form. This letter will contain your “Cancellation Date” and “Confirmation Number”. Note:

- 1) Prior to requesting service cancellation, please review your Individual Tutoring Contract agreement.
- 2) Improperly filled or incomplete Service Cancellation Forms will not be honored. This includes forms without the Account Holder’s Name or Signature.
- 3) For legal and verification purposes, we only accept cancellation notices by faxing this cancellation form. You cannot cancel your account via email or phone, no exceptions.
- 4) The date a “Confirmation Number” is issued constitutes your “Cancellation Date” defined in your Individual Tutoring Contract. A copy of this “Confirmation Number” and “Cancellation Date” will remain on your account.
- 5) You are responsible for ensuring that TutorJam’s Billing Department receives your fax. TutorJam is not responsible for hardware failures from a customer’s fax machine. If you have not received your “Confirmation Number” and “Cancellation Date” within one (1) business day of sending your Cancellation Form, please call TutorJam Customer Service.

REGISTRATION INFORMATION:

Account Holder (First Name, Last Name) _____

MyTutorJam Username _____

REASON FOR CANCELLATION (SELECT ONE):

- | | |
|--|---|
| <input type="checkbox"/> No Longer Need Tutoring / Finished Course | <input type="checkbox"/> Financial, Family or Personal Issues |
| <input type="checkbox"/> Lack of Time or Access to Computer | <input type="checkbox"/> Other – Please Specify Below: |
| <input type="checkbox"/> Trying Different Tutoring Method or Program | _____ |

SATISFACTION SURVEY:

Help us improve our tutoring services by rating the overall quality of service you received from TutorJam.

1 - Poor	2 - Acceptable	3 - Good	4 - Very Good	5 - Excellent

CONFIRM YOUR REQUEST FOR CANCELLATION:

I hereby request cancellation of my Service Agreement described above. I acknowledge that all tutoring fees paid prior to the “Cancellation Date”, including unused tutoring credits, are non-refundable. I have read, understand and agree to the TutorJam’s Terms of Service and this Service Cancellation Form.

Account Holder Signature _____

Account Holder (First Name, Last Name) _____

Date

Date		
MO	DY	YR