NORTHSIDE TUTORING

Family Enrollment Agreement

Parent / Guardian – Student – Tutor · Version 1.1 · Effective October 2026

This Family Enrollment Agreement (the "Agreement") is entered into between RCF Capital LLC, a Georgia limited liability company doing business as Northside Tutoring ("Northside," "we," or "us"), 3652 Rembrandt Road NW, Atlanta, Georgia 30327; the parent(s) or legal guardian(s) who sign below ("Parent"); the student named below ("Student"); and the Northside tutor or consultant assigned to the Student ("Tutor"). It applies to every Northside service the family purchases, now or later, including tutoring, test preparation, Score Boost Sprints, cohorts, and Northside Pathways. Each party signs by selecting the "I Agree" button for their role in the Northside portal. That selection is the party's legal electronic signature, and it is required before any payment is accepted and before any session is scheduled.

Electronic signature only: each party signs by selecting "I Agree" for their role in the Northside portal. That selection is their legal electronic signature and is required before payment.

Enrollment details

Parent / guardian full legal name

Parent / guardian email

Parent / guardian mobile phone

Home address (required for in-home sessions)

Student full name

Student grade (or "Adult")

Student school

Assigned tutor

Services and format

1. Who We Are and Our Commitment

Northside has provided one-on-one tutoring in Atlanta since 2000 and serves families online across the United States. Every Tutor is hand-selected, background-checked, and personally matched to the Student by Northside's founder or management.

Our first commitment is the physical and emotional safety of every student. Every rule in this Agreement that limits how adults interact with students exists for that reason, and Northside will enforce those rules for the protection of the Student and the Tutor alike.

2. Scope of Services

Northside provides academic and educational services only. Permitted services are:

- One-on-one and small-group subject tutoring, from elementary fundamentals through AP level (math, English, history, science and computer science, foreign languages, business and economics, and financial literacy).
- Test preparation for the SAT, ACT, SSAT, ISEE, HSPT, GRE, GMAT, LSAT, and MCAT, including diagnostics, practice tests, and score-improvement plans.
- Score Boost Sprints and Grade Rescue Sprints (expedited, intensive one-on-one tutoring).

- Expert-led subject and test-prep cohorts.
- Academic mentoring, homework assistance, study-skills and curriculum support.
- Executive functioning coaching (organization, planning, time management, and study systems), delivered as academic skill instruction.
- Orton-Gillingham and other structured-literacy reading and spelling instruction.
- College essay coaching and editing, and admissions consulting for private school, boarding school, and college admissions, including through Northside Pathways (Section 3).

Northside does not provide, and no Tutor is authorized to provide: counseling or therapy, psychological or medical evaluation or advice, legal or financial advice, childcare or supervision outside a session, transportation, personal errands, or any personal relationship beyond professional instruction. Executive functioning and Orton-Gillingham services are educational and are not clinical treatment or diagnosis.

If a Tutor or Northside notices a concern about a Student's wellbeing that falls outside these services, Northside will share it respectfully with the Parent and suggest appropriate qualified professionals. We do this out of care for the Student, not to end the relationship.

3. Northside Pathways (Admissions Consulting Membership)

Northside Pathways is an annual admissions-consulting membership for students from 6th through 12th grade. Membership is offered in two tiers, Core and Premium, priced by grade band. Grades 6–8 form one Foundation band.

Pathways services may include, by tier and grade band: an annual academic and admissions roadmap; scheduled family planning meetings with Northside's founder (quarterly in the Foundation band); course selection and academic planning; standardized-testing strategy; guidance on extracurricular, service, summer, and partner-program opportunities; school and college list development; application planning and management; essay brainstorming and coaching; interview preparation; and, for Premium members, a tutoring credit and additional direct access as described in Schedule A.

Membership terms: memberships do not renew automatically; a new membership year requires a new enrollment. The family may cancel within 7 days of enrollment for a full refund (cooling-off period), and may cancel at any time after that with 30 days' written notice, with fees for unused months refunded on a pro-rated basis. Tutoring credits have no cash value and expire at the end of the membership year.

Families outside Atlanta may join as virtual members at the same prices, meeting by video. Partner placements are Atlanta-based; virtual members receive guidance on national and virtual programs instead. Need-based seats are available each year; ask during your consultation. Premium is open to any member family, subject to availability, and is never based on a student's grades.

No admission guarantee. Admission decisions are made solely by schools and colleges. Northside does not and cannot guarantee admission to any school, program, or college, and no Northside statement should be understood as such a guarantee.

A Pathways family may also be asked to sign the Northside Pathways Family Membership Agreement. If the two documents conflict on a membership-specific term (pricing, deliverables, renewal, or cancellation), the Family Membership Agreement controls on that term; this Agreement controls on everything else, including safety, conduct, recordings, and non-circumvention.

4. Fees and Payment

Current rates are listed in Schedule A and on www.northsidetutoring.com. Northside may change rates with 30 days' written notice; prepaid packages and memberships keep the price paid.

Accepted payment methods are credit card (processed by Stripe), cash, and check only. Northside does not store card numbers. Packages, Sprints, and memberships are paid in advance unless a written installment plan applies (cohorts may be paid monthly as shown in Schedule A). Returned checks and declined cards must be replaced within 5 business days, and sessions may be paused until the account is current.

Referral Bonus: a family that refers a new student who enrolls in a complete course and pays receives the referral bonus then posted on www.northsidetutoring.com (currently $100).

5. Scheduling, Cancellations, and Refunds

- Scheduling. Sessions are scheduled through the Northside portal. We recommend at least one session per week; consistency drives results.
- Family cancellations. Please give at least 24 hours' notice. Sessions cancelled with less notice are charged in full and the Tutor is compensated.
- 20-minute wait policy. A Tutor waits 20 minutes for the Student. If the Student does not arrive or log on, the session is charged in full.
- Tutor rescheduling. Tutors may reschedule. If a Tutor reschedules within 24 hours of the start time, a makeup session is provided at a mutually agreeable time and location.
- Change of location. Northside may move an in-person session online because of weather, illness, or other circumstances.
- Refunds. Refunds may be requested within 30 days of purchase and are pro-rated to the unused portion of a package. Pathways refunds follow Section 3.
- Bundle swapping. On request, Northside may move remaining package funds between subject tutoring and test prep at management's discretion.

6. Tutor Match and Best Fit Guarantee

All Tutors complete an application, interview, and background check. Northside matches each Student based on goals, subject expertise, personality, learning style, schedule, and family preferences. If the fit is not right, Northside will assign a new Tutor at no charge.

7. Score Guarantee and No Guarantee of Results

If a Student meets every eligibility requirement in Northside's published Score Guarantee but does not achieve the defined score improvement, Northside will provide up to 5 free hours of cohort-style tutoring or the one-month equivalent. Apart from that Score Guarantee, Northside does not guarantee any grade, score, admission, or other academic outcome. Results depend on many factors, including the Student's effort and attendance.

8. Student Safety and Conduct

These rules protect students and tutors. They apply to every session and every communication.

- Locations. Sessions take place online on Northside-approved platforms, at Northside's Learning Center, in approved public or neutral locations, or in the family's home under Section 9.
- No physical contact between Tutor and Student, other than what is needed in an emergency.

- Professional communication only. For any Student under 18, all communication between Tutor and Student goes through the Northside portal or another Northside-provided channel that the Parent can see. Tutors do not connect with Students on personal social media, personal messaging apps, or personal phone numbers.
- No transportation. Tutors do not drive or accompany Students anywhere.
- Gifts. Families may give a Tutor gifts with a total value of no more than $200 per Tutor per calendar year. Gift cards count toward that limit; cash gifts are not permitted. Tutors may not give Students gifts or money, and Tutors and Students may not have a social relationship outside Northside.
- Respect and non-discrimination. Harassment, discrimination, bullying, or exploitation of any kind by any party is prohibited.
- Academic integrity. Tutors teach; they do not complete graded assignments, write essays or applications for the Student, or take tests or quizzes on the Student's behalf.
- Student conduct. The Student agrees to come prepared, treat the Tutor with respect, and be honest. Northside may end an engagement without refund if a Student engages in unethical or illegal behavior or has unresolved serious behavioral issues, after first discussing the concern with the Parent whenever it is safe to do so.
- Reporting. Every party agrees to report any inappropriate behavior, boundary violation, or safety concern to Northside right away at info@northsidetutoring.com or (470) 779-8999. Northside will act promptly, may suspend a Tutor while it reviews a concern, and will report suspected abuse or neglect of a child to the appropriate authorities.

9. In-Home Sessions

By signing this Agreement, the Parent requests and Northside approves in-home sessions, where in-home service is available, on these conditions:

- A parent, guardian, or another adult (18 or older) designated by the Parent is present in the home for the entire session.
- Sessions take place in a common area of the home (for example, a kitchen, dining room, or study with the door open), never in a bedroom.
- The Tutor may decline to begin, or may end, any session at which no adult is present or conditions are unsafe. A session that cannot proceed for that reason is treated as a late cancellation by the family.
- The family will tell Northside in advance about pets, other occupants, or conditions a Tutor should know about.

These conditions do not apply to Students who are 18 or older.

10. Recordings, Communications, and Data

Recording notice and consent. Northside records online sessions, including video, audio, screen sharing, chat, and automatically generated transcripts. Northside also retains communications between the Student, Parent, and Tutor sent through the Northside portal chat, by text message, or by phone through Northside-provided channels, and phone calls with Northside may be recorded. By signing, each party consents to these recordings and to their retention.

Ownership. As between the parties, all session recordings, chat logs, transcripts, and communications described above are the property of Northside.

Use. Northside may use these materials to deliver and supervise services; for quality assurance and student safety; to train and coach Tutors; and to improve Northside's services.

Technology development (optional). Northside's affiliate, The Learning Company, develops adaptive learning technology. Only if the Parent selects the choices below, Northside may use (a) the Student's session transcripts and written work, and, by a second and separate choice, (b) video and audio recordings, to research and develop that technology. Before any such use, Northside will remove or mask names, contact details, school names, and other information that directly identifies the Student or family, and will not attempt to re-identify it. These choices are not a condition of enrollment or any service, and the Parent may withdraw either one at any time by email; withdrawal applies to future use.

Safeguards. Northside stores recordings and communications securely, limits access to people who need it, never sells them, and never uses them in marketing unless the family opts in under Section 13.

Retention. Northside keeps recordings and communications for the periods in its Privacy Policy, currently two (2) years after the Student's last session or membership date, and longer only for records connected to a safety concern, complaint, or legal claim, or where the law requires. Information that has been de-identified under this Section may be kept longer.

Privacy. Contact and academic information is shared only with the assigned Tutor, payment processors, and service providers who help Northside operate; with The Learning Company only as the Parent permits above; and with authorities where required by law or to protect a child, all as described in Northside's Privacy Policy at www.northsidetutoring.com/privacy. Northside never sells personal information. For a Student under 13, the Parent gives the consents in this Section on the Student's behalf, and the technology-development choices are separate from the consent to services.

11. Non-Circumvention and Client Relationships (2 Years)

Northside invests heavily in recruiting, vetting, matching, and supervising its Tutors. Each family relationship that begins through Northside, and every referral that comes from that relationship, is part of Northside's business goodwill and is a protected business interest of Northside.

During the engagement and for two (2) years after the family's last Northside session or membership date (the "Restricted Period"):

- The Parent and Student will not engage, hire, or pay any current or former Northside Tutor they met through Northside for tutoring, test preparation, academic support, admissions counseling, or similar services, except through Northside.
- Any academic support or admissions counseling between the family and any such Tutor will be arranged and conducted through Northside.
- The family will not refer other students or families to any such Tutor for services outside Northside. Referrals to that Tutor go through Northside.

This Section does not limit the family's freedom to use teachers, schools, or tutoring or counseling providers unrelated to Northside. If a Tutor offers to work with the family privately, please tell Northside.

12. Intellectual Property

Northside's curriculum, diagnostics, practice materials, methods (including the Northside Method and Northside Approach), and branding belong to Northside. The family receives a personal, non-transferable license to use materials provided during the engagement for the Student's own learning and may not copy, sell, or share them. The Student's own schoolwork and essays remain the Student's.

13. Optional Media and Testimonial Consent

This consent is optional and does not affect services in any way. The Parent may choose below whether Northside may use photos, video, audio recordings, the Student's first name and last initial, and testimonials or quotes from the family in Northside marketing and sales materials, including the website and social media. Northside will never publish a Student's full name, school, or contact information without separate written permission. The family may withdraw consent at any time by email; withdrawal applies to future use.

14. Liability, Indemnity, and Disputes

Northside is not responsible for academic outcomes. Tutors work within Northside's instructional guidelines and may not provide unauthorized services. To the fullest extent permitted by law, Northside's total liability under this Agreement is limited to the fees the family paid Northside in the 12 months before the claim. Nothing in this Agreement limits liability for gross negligence or willful misconduct.

Any dispute arising from this Agreement or Northside's services will be resolved by binding arbitration under the laws of the State of Georgia, held in Fulton County, Georgia, unless the parties agree otherwise in writing.

15. Electronic Signatures and General Terms

Electronic signature by selection. Each party signs this Agreement by selecting the "I Agree" button for their role in the Northside portal (or on Northside's e-signature form). Selecting "I Agree" means the party has read, understands, and agrees to this entire Agreement, including Schedule A and every acknowledgment listed in that party's signature section, and intends the selection to be their legal electronic signature, with the same force as a handwritten signature under the federal E-SIGN Act and the Georgia Uniform Electronic Transactions Act. No handwritten or typed signature is required.

Signature record. Northside's portal records who made each selection (the signed-in account holder's name and email), the date and time, and the version of this Agreement agreed to, and keeps that record with the Agreement. Each party is responsible for keeping their portal login private; a selection made from a party's account is treated as that party's signature.

Condition of payment and service. The Parent's selection of "I Agree" is required before the portal will accept payment, and no session or membership begins until it is recorded. Each party consents to receive this Agreement and related notices electronically and may download or print a copy of this Agreement from the portal at any time.

This Agreement, Schedule A, Northside's Privacy Policy, and (for Pathways families) the Family Membership Agreement are the entire agreement. Northside's Website Terms of Use govern use of the website and portal only; if they conflict with this Agreement, this Agreement controls. Northside may update this Agreement with 30 days' written notice; continuing services after that date means acceptance. If any part is unenforceable, the rest remains in effect, and a restriction found too broad will be enforced to the extent allowed.

A Student under 18 signs to acknowledge and agree to the conduct, integrity, and safety terms; the Parent signs as the contracting party and is responsible for payment. A Student 18 or older signs as both Student and contracting party.

Schedule A – Services and Pricing (effective October 2026)

Category	Service	Price	Notes
One-on-One	Subject tutoring	$150 / hour	All core subjects through AP level
	10-hour subject package	$1,500	Processing fee included
	Test prep tutoring	$165 / hour	ACT, SAT, SSAT, ISEE, HSPT, GRE, GMAT, LSAT, MCAT
	10-hour test prep package	$1,650	
Sprints ($225 / hr)	Score Boost Sprint – Express	$900 (4 hours)	About 2 weeks before test date
	Score Boost Sprint – Intensive	$2,250 (10 hours)	About 3–4 weeks before test date
	Grade Rescue Sprint	$900 (4 hrs) / $2,250 (10 hrs)	Subject coursework, 2–4 weeks before deadline
Cohorts	Subject cohort (small group, 2–5 students)	$95 / hour per student	
	Test prep cohort	$140 / hour per student	Expert-led
	10-hour test prep cohort	$1,400	Or $350 / month for 4 months
	20-hour test prep cohort	$2,780	Or $695 / month for 4 months
Pathways	Foundation band (grades 6–8) – Core	$2,500 / year	Quarterly family meetings
	Foundation band (grades 6–8) – Premium	$5,000 / year	Includes $2,750 tutoring credit
	Grades 9–10 – Core / Premium	$3,500 / $7,000 per year	Premium includes $3,850 tutoring credit
	Grade 11 – Core / Premium	$6,000 / $12,000 per year	Premium includes $6,600 tutoring credit
	Grade 12 (applications) – Core / Premium	$7,500 / $15,000 per year	Premium includes $3,300 tutoring credit plus unlimited essay coaching
	Premium tutoring beyond credit	10% off standard rates	Applies after the tutoring credit is used
	Onboarding fee (joining after grade 8)	$1,500	One time; covers the assessment and roadmap
	Founding-member offer	20% off membership	First 15 families; locked 2 years; not combinable
	Multi-year commitment	10% off membership	When committing to a full phase, such as grades 9–12; not combinable unless stated
Non-members	Admissions consulting	$300 / hour	Strategy sessions without a membership

Category	Service	Price	Notes
	Senior application package	$9,500	Grade 12 application support without a membership

Payment methods: credit card, cash, or check only. Pathways memberships may be paid annually or in 10 or 12 monthly installments. Prices may change with 30 days' written notice; prepaid packages and memberships keep the price paid.

Optional media and testimonial consent (Section 13) – choose one

○ YES – Northside may use photos, video, audio, first name and last initial, and our testimonials in marketing, sales materials, and the website.

○ NO – Please do not use our family's media or testimonials in marketing.

Optional technology development (Section 10) – these choices do not affect services

Leave both boxes unchecked to decline. Each choice is separate, and either may be withdrawn at any time by email.

☐ YES – Northside may use my child's de-identified session transcripts and written work to develop learning technology.

☐ YES – Northside may also use de-identified video and audio recordings of my child's sessions for that purpose.

Parent / Guardian – electronic signature

By selecting "I Agree," I confirm each of the following:

- I have read and agree to the entire Family Enrollment Agreement, including Schedule A.
- I consent to the recording, retention, and use of sessions and communications described in Section 10, on my own behalf and on behalf of my child.
- I agree to the 2-year non-circumvention terms in Section 11.
- I agree to binding arbitration under Georgia law (Section 14).

○ I AGREE. I have read and agree to this entire Agreement, including Schedule A and each statement above, and I adopt this selection as my legal electronic signature, on my own behalf and on behalf of my child.

○ I do not agree. (Enrollment, payment, and services cannot proceed.)

Selecting "I Agree" is your electronic signature. The portal records your name, email, the date and time, and this Agreement's version.

Student – electronic signature

By selecting “I Agree,” I confirm each of the following:

- I have read (or had read to me) the Student Safety and Conduct rules in Section 8 and I agree to follow them.
- I understand that my online sessions and messages with my tutor are recorded and kept by Northside for safety and quality (Section 10).
- I will do my own work. My tutor will teach me but will not complete graded work, essays, or tests for me.
- If anything makes me uncomfortable or unsafe, I will tell my parent or Northside right away.

○ I AGREE. I have read (or had read to me) this Agreement and agree to each statement above, and I adopt this selection as my electronic signature.

○ I do not agree. (Enrollment, payment, and services cannot proceed.)

Selecting “I Agree” is your electronic signature. The portal records your name, email, the date and time, and this Agreement’s version.

Tutor – electronic signature

By selecting “I Agree,” I confirm each of the following:

- I have read this Family Enrollment Agreement and will follow every Tutor obligation in it, including Sections 2, 8, 9, 10, and 11.
- I have signed and remain bound by the Northside Tutor Engagement Agreement.
- I will communicate with this Student only through Northside-approved channels.

○ I AGREE. I have read this Agreement and agree to each statement above, and I adopt this selection as my legal electronic signature.

○ I do not agree. (Enrollment, payment, and services cannot proceed.)

Selecting “I Agree” is your electronic signature. The portal records your name, email, the date and time, and this Agreement’s version.

A Student under 13 may have the Parent read Section 8 aloud and sign on the Student’s behalf.