



For Office Use Only

Date Received:

____/____/____

Income Verification _____

Payment _____

Test Results/ Report Card _____

Complete _____

2026 - 2027

One-on-One Tutoring

September 14, 2026 - May 27, 2027, Monday – Thursday

Enrichment Classes, Fall Cycle begins Oct 5, 2026

See www.succeed2gether.org for details

Child's Name _____ Date of Birth _____ Grade _____
First Name Last Name

Parent /guardian _____ Email _____
First Name Last Name

Address _____
Street Apt./Fl.

City _____ State _____ Zip Code _____

Home Tel. # _____ Bus.# _____ Cell# _____

* Circle the best way to contact you in the event of emergency or a last minute schedule change *

Emergency Contact _____
Name Home Phone # Cell #

Income Verification/Documentation: REQUIRED TO PARTICIPATE in the PROGRAM: * Everyone must submit current income verification documentation. * Our grantors require income verification. All personal information is kept strictly confidential.

Total number of persons in the household _____ Total household annual gross income _____ **Include income from wages, public assistance, child support, alimony, pensions, retirement, SSI and unemployment from all in the household.**

Return the completed application, and income verification documents to info@succeed2gether.org or mail to Succeed2gether, P.O. Box 1355, Montclair, NJ 07042. **Complete one application for each child.**

A student will not be paired with a tutor until the complete application is received including an assessment data point (either a report card or standardized test results).



Program Policies

- 1. In-Person Tutoring & Classes – What to Know:** We're excited to see students in person! To make the most of each session, we kindly ask that students arrive on time. Sessions will wrap up at the scheduled end time, so arriving promptly helps everyone get the full experience. For everyone's safety and well-being, we follow the latest health guidelines from the CDC, WHO, and the New Jersey Department of Children and Families – Office of Licensing. This includes precautions for COVID-19 and any other transmissible illnesses.
- 2. Virtual Tutoring – Be Ready to Learn!** To help everything run smoothly, students should join their virtual session five minutes early, with all materials (and chargers) ready to go! Being prepared and on time helps us start promptly and get the most out of each class. Sessions will begin and end on time so we can stay on schedule and make space for all our online learners. **(Privacy of participating children and families with virtual classes will be respected by the monitor.** To protect your families' privacy, do your best to ensure your child's screen is only visible to them). **(For liability purposes,** all virtual classes will be recorded and monitored by S2G staff and/or volunteers)
- 3. Two unexcused absences will result in ineligibility to participate in this tutoring program.** If your child is unable to attend the scheduled tutoring session, **you must call (973-746-0553) before NOON, or you must call (862-520-7924) 1 HOUR before the session)** in order to avoid incurring an unexcused absence. **Three excused absences will result in being placed back on the waiting list. Five excused absences will result in removal from the program.**
- 4. Communication Policy -** To maintain clear and consistent communication, we respectfully ask that families, students, tutors, and instructors **DO NOT CONTACT ONE ANOTHER DIRECTLY VIA EMAIL, TEXT MESSAGE, PHONE CALL, OR ANY OTHER METHOD OUTSIDE OF SCHEDULED SESSIONS.** **Should communication outside of tutoring be necessary, all messages will be relayed through S2G.** This policy ensures professionalism, privacy, and accountability across all interactions. We appreciate your cooperation and understanding.
- 5. Students must be respectful during tutoring and classes.**
 - Each student is required to be respectful not only of themselves but of everyone around them. Students will respect everyone enrolled in the program.
 - There is a ZERO TOLERANCE policy for bullying. Bullying other student(s) will result in removal from the situation and a phone call to parents/guardians by a Succeed2gether Administrator. Removal from the program will be made by the Administrator with final approval of the Executive Director.
 - Students will use appropriate language at all times. Students who choose to use foul language or inappropriate behavior will result in a review by the Executive Director. Appropriate action will be determined post-review.
- 6. If your child(ren) displays the following symptoms, the child(ren) will not be able to attend tutoring that day. Symptoms: fever, consistent cough, sneezing, runny nose, headache, upset stomach, nausea, vomiting, diarrhea, asthma (early signs or risk factors of asthma before chronic airway inflammation develops). Please inform us within the allotted time mentioned above in number one. This will result in an excused absence.**
- 7. The Montclair School District calendar and updated school closing information can be found at www.montclair.k12.nj.us. NOTE: Normal tutoring schedules will be held on early dismissal days.**
- 8. Succeed2gether is not responsible for your child's transportation to and from the Montclair Public Library.**
- 9. For grant purposes, all applicants must provide income verification and last school year's report card/testing results (state testing or diagnostic results). A schedule will not be made available until all materials are provided.**

Parent/Guardian

Signature _____ Date _____

Parent/Guardian

(print name) _____

A student will not be paired with a tutor until the complete application is received including an assessment data point (either a report card or standardized test results).

Classes are filled on a first-come, first-served basis and are based on completion of the application. Priority will be given to low-income applicants. Return the completed application and documents to info@succeed2gether.org or mail to Succeed2gether, P.O. Box 1355, Montclair, NJ 07042. **Complete one application for each child.**



Activity Agreement/Release

Thank you for registering _____ for Succeed2gether's program.

Print child's name

Release Agreement

I hereby authorize my child to participate in all of the program activities.

I attest that my child is physically fit for any of the activities he/she is registered for and absolve Succeed2gether and all personal, paid or volunteer staff, of all present and future liability in the event of accident or injury. _____

initial

I hereby grant full permission to Succeed2gether to use any photographs, video or recordings of my child participating in Succeed2gether's programs for publicity purposes or on its website. _____

initial

For in-person classes:

My child can leave the 3rd floor unattended - Circle: Yes No

My child may walk home at the end of the program day - Circle: Yes No

My child will be picked up at the end of the program day. **List others authorized to take your child home.**

- 1.
- 2.
- 3.
- 4.
- 5.

6.



Household income verification from those receiving services is only required for statistical purposes to be in compliance with our grantors.

Directions: Please list all people, including the person receiving service, living in the household and their income. Provide income verification.

Name of person receiving service _____

Address _____

Household size (include all persons who reside at above address) _____

List All by name residing at above address (including person above).

Name	Age of children	Relationship in household	Income*

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This information is only for statistical purposes or our grantors. Please identify the person receiving service in one of the categories below.

Name of person receiving service _____
 PRINT YOUR CHILD'S NAME

RACE	Hispanic or Latino A	Non-Hispanic or Non-Latino B	
White			1
Black/African-American			2
Asian			3
American Indian/Alaskan Native			4
Native Hawaiian/Other Pacific Islander			5
American Indian/Alaskan Native & White			6
Asian & White			7
Black/African-American & White			8
American Indian/Alaskan Native & Black/African-American			9
Other Multi-Racial			10



One-on-one Tutoring & Math & Book Buddy

One-on-one subject specific tutoring will be provided for one hour a day, once a week. Each student will be paired with one tutor first for their number one preferred subject. Then if there are more available tutors they will receive a second subject.

K - 4th graders can also sign up for our Math and Book Buddy Program. This program is supported by Middle School tutors who provide support in reading for comprehension, fluency and vocabulary. The math buddies support basic math skills.

Best Day/Time for Tutoring - Please indicate your child's or children's availability by listing all times

Zoom Virtual tutoring session - Limited spaces available, please contact the office for more information

In Person Only Monday_____ 3:00 - 4:00___ 4:00 - 5:00___ 5:00 - 6:00___

In Person Only Tuesday _____ 3:00 - 4:00___ 4:00 - 5:00___ 5:00 - 6:00___

In Person Only Wednesday_____ 3:00 - 4:00___ 4:00 - 5:00___ 5:00 - 6:00___

In Person Only Thursday___ 3:00 - 4:00___ 4:00 - 5:00___ 5:00 - 6:00___

To help us focus on what matters most, please number the subjects below in order of importance—**1** being the area that needs **the most support**, and **5** being the one that needs **the least support**. This helps us create a plan that's just right for your student! **Math & Book Buddy are for grades K - 4th.**

Math ___ Reading ___ Writing ___ Science ___ Social Studies ___ Math Buddy ___ Book Buddy ___

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Student Name: _____ Grade _____
PRINT YOUR CHILD'S NAME

Fall Enrichment Classes

Classes are once a week, one hour, for 4 weeks
REgistration fee, \$10/child/cycle for all qualifying participants
(+) Sliding scale fee for all others

Fall Schedule:

Mondays - Oct 5, 19, 26, Nov 2

Wednesdays - Oct 7, 14, 21, 28

Thursdays - Oct 8, 15, 22, 29

- ☐ **Civics for Youth** - 6th - 9th graders, Mondays, Time TBA
- ☐ **Sports Science** - 3rd - 6th graders, Mondays, 4:00 - 5:00
- ☐ **Chess** - 3rd - 12th graders, Wednesdays, 5:15 - 6:15
- ☐ **Roshaun's Reading Corner** - 1st - 5th graders, Thursdays, 5:30 - 6:30

Winter A:

Mondays - Jan. 4, 11, 25, Feb. 1

Wednesdays - Jan. 6, 13, 20, 27

Thursdays - 7, 14, 21, 28

- ☐ **Apples to Sauce** - K - 4th graders, Thursday, January 21st, 4:30 - 5:30

Winter B:

Mondays - March 1, 8, 15, 29

Wednesdays - March 3, 10, 17, 31

Thursdays - March 4, 11, 18, 25

For class listings, descriptions and updates as they are added:

Follow our website, www.succeed2gether.org

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