THE ACHIEVEMENT CENTER
10 Ridge Road
Horseheads, NY 14845
Ph: 607-739-3894

# STUDY SKILLS - MINI COURSE
# 2022-2023

Instruction in basic study skills is offered at The Achievement Center for intermediate, middle, high school, pre-college and college students. The P.Q.R.S.T. study method is presented and practiced. Basically, the student is taught how to study most efficiently from his or her textbooks, how to get the most out of the texts, a shorthand type of note-taking, organizational skills, test studying and test taking strategies. We also frequently cover the basics of reference and resource materials.

The mini-course in study skills consists of either a block of four (4) one-hour sessions at a cost of $195.00, a block of six (6) one-hour sessions at a cost of $290.00, a block of eight (8) one-hour sessions at a cost of $375.00, or a block of twelve (12) one-hour sessions at the cost of $525.00 depending on the need and/or desire. Payment by check is appreciated. We also accept credit cards.

**NOTE: ATTENDANCE IS EXPECTED TO BE REGULAR, NOT SPORADIC. NO CHARGE FOR A CANCELLED LESSON IF 24 hr. NOTICE IS GIVEN TO OUR OFFICE. WE WILL PROVIDE A MAKE-UP LESSON FOR AN ABSENCE DUE TO ILLNESS IF WE ARE NOTIFIED BY 12:00 PM OF THAT DAY. THESE ALLOWANCES CAN BE PROVIDED ONLY ONE TIME FOR EACH BLOCK OF FOUR LESSONS. NO CREDIT CAN BE GIVEN FOR OTHER ABSENCES SINCE WE MUST PAY OUR TEACHER FOR THE SCHEDULED LESSONS.**

At The Achievement Center we also offer this study skill instruction for all students in grades four through college as a part of our regular study skills course work in our basic and tutorial programs.

PLEASE NOTE THAT THE ACHIEVEMENT CENTER FOLLOWS THE GST BOCES CALENDAR SCHEDULE REGARDING VACATIONS AND HOLIDAYS.

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## STUDY SKILLS REGISTRATION FORM

PLEASE ENROLL_____FOR THE ACHIEVEMENT CENTER'S ____FOUR (4)____ SIX (6)____EIGHT (8) ____TWELVE (12) LESSON STUDY SKILLS PROGRAM.

STUDENT GRADE_____ PAYMENT: $195 (4) LESSONS $290 (6) LESSONS
$375 (8) LESSONS $525 (12) LESSONS

ENCLOSED IS THE NON-REFUNDABLE REGISTRATION FEE OF $50 WHICH IS DEDUCTIBLE FROM THE PROGRAM FEE. BALANCE IS DUE ON THE FIRST DAY OF THE PROGRAM. Attendance is expected to be regular, not sporadic. No charge for a cancelled lesson if 24 hr. notice is given to our office. (This is allowed one time within four [4] lessons; if attendance cannot be regular the student will be switched to the Single Lesson Plan). NO REFUNDS ARE ISSUED.

**I HAVE READ, UNDERSTOOD AND AGREED TO THE ABOVE TERMS AND CHARGES.**

DATE:_____ NAME: _____SIGNATURE:_____

HOME PHONE:_____ ADDRESS:_____

ALT. PHONE:_____ EMAIL ADDRESS: _____