Student Service Agreement

Your Mentor

- Will meet you where **you** have arranged to meet: your mentor will not know about room changes unless you tell them
- Will always be punctual
- Will wait 15 minutes for you to arrive for your appointment. If you have not arrived at the end of that time, or they have not heard from you, they will leave but the session will still be charged to your account
- Will still be paid if the company is not informed about a cancelled session within 24 hours
- Will not do your work for you
- Will not be privy to all your course information, it is up to you to provide this
- Will keep all information confidential within the company and the university's Student and Academic Services, unless they are worried about your safety, or the safety of others
- Will greet or acknowledge you if you happen to meet around the campus: please let your mentor know if you would prefer your mentor not to show recognition
- Is not allowed to accept gifts from you: if you are happy with your support, a comment or email is always welcome

In order to facilitate your support it is useful if your mentor has your contact number. Please tick the box to indicate you consent to this ☐

I have read and understood the above

Mentor	Client/Student
Signature	Signature
Print name	Print name
Date	Date

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