

# HOW IT WORKS

## TUTOR PROCESS:

- Complete your Free Registration / Sign up as a Tutor / Become a Tutor (<https://www.tuitionindia.in/register/tutor>)
  - Fill your basic info & upload your professional passport size picture.
  - Complete your teaching subjects, locations, preferred area of Tuitions.
  - Upload your relevant documents.
- Facebook:
  - Please like our Facebook page (<https://www.facebook.com/tuition.india>)
  - Be the part of our Group (<https://www.facebook.com/groups/TuitionIndia>)
- After completion of profile, you will get a verification calls from us and your profile will be visible at our website.
- You will receive enquiries for trial/demo classes through mails / messages /calls.
- You will continue the home tuitions after receiving final confirmation from us.

## COMPANY WILL TAKE CHARGES / FEE AS FOLLOW:

- **Case 1: On the basis of Hourly Tuitions**
  - We charge 6 Classes of the 1<sup>st</sup> month & 3 classes of the 2<sup>nd</sup> month. Or, if anyone wants to make onetime payment, the charges would be 8 classes of the 1<sup>st</sup> month and there is no other fee further.
- **Case 2: On the basis of Monthly Tuitions**
  - We charge 50% of the 1<sup>st</sup> month & 25% of the 2<sup>nd</sup> month. Or, if anyone wants to make onetime payment, the charges would be 70% of the 1<sup>st</sup> month and there is no other fee further.
- **Case 3: On the basis of Short Term Tuitions**
  - We charge 30% of the short term classes (ie: Revision classes, Crash Course, Doubt clearance classes). The tenure / period of tuitions should not be more than 2 months or 25 classes.

### PAYMENT PROCESS:

- Tutor will get payment from Tuition India (Gyanet Education Private Limited) at least first two months after receiving the payments from parents / students.
- Company will make payment to Tutor / Teacher at the end of the following months or in between 30<sup>th</sup> to 7<sup>th</sup> of the following month.
- **Advance payment will not be paid to Tutor.**
- Tutor will not take any payment directly from Students / Parents at least first two months.
- Company will provide written consent after two months to concern Tutor or Teacher to collect payment directly from parents/ students.

### HIGHLIGHTS:

- We expect from every Tutor must be punctual and disciplined with the given assignment.
- If we found any Integrity / Discipline issue, company has the right to take appropriate action against him/her.
- Tutor must adhere the [Company Policy](#), [Tutor Process](#) and follow the [Terms & Conditions](#) as well.

### Feel free to connect with us:

**E-Mail id:** [customercare@tuitionindia.in](mailto:customercare@tuitionindia.in)  
**Telephone:** 011 - 65820008  
**Time:** 10: 00 AM to 6:00 PM (Monday to Friday)