

LIBERTY

UNIVERSITY

TUTORING SERVICES

Tutoring Services Cancellation Policy

- **2-3 occurrences:** If a student cancels or fails to attend up to three tutoring appointments without giving at least 24 hours' notice, the student will receive a reminder email of the Tutoring Services cancellation policy.
- **4 occurrences:** If a student cancels or fails to attend four tutoring appointments without giving at least 24 hours' notice, the student will be required to wait one month before he or she is permitted to schedule their next tutoring appointment.
- **5 occurrences:** If a student cancels or fails to attend five tutoring appointments without giving at least 24 hours' notice, the student will no longer be allowed to schedule a tutoring appointment for the remainder of the semester.