

# ***Tutor Referral Program Policy***

This tutor referral program policy's primary purpose is for already-registered tutors and potential tutor users to use when they need details and information about how TutorSpace's tutor referral program works.

This Tutor Referral Program Policy applies to all registered tutors on TutorSpace who refer friends or classmates to your platform.

## **Policy Statement**

TutorSpace will give incentives, including cash bonuses, to users who refer high-quality and dedicated new tutor users.

## **What is a tutor referral reward?**

To encourage more talented students to contribute to help other students with their schoolwork on TutorSpace, we will reward the first 200 successful referrals for both the referrer and the person being referred. Users are welcomed to invite as many friends to become tutors as possible. For each one more tutor is invited, TutorSpace will give a \$5 Amazon gift card to both the referrer and the one being referred.

## **Who is eligible to take part?**

- All registered tutors are eligible to take part in this program.

## **Who can be referred?**

- Individuals have an official USC email address.
- Candidates must receive an A or A- in any courses at USC they would like to tutor in the future.

## **This is how our Tutor Referral Program Policy works.**

For referrers:

1. Log in to your tutor account and click the "Invite" button at the top.
2. Type in the email address of the person you want to invite. Note: only USC official email addresses are accepted in the current phase.
3. Click on "Send Invite."

4. Please wait for your friend or classmate to finish the registration steps required for him or her.
5. A \$5 Amazon gift card will be given through email to you after being verified by TutorSpace staff.
6. For any questions or concerns, please contact us at [tutorspacehelp@gmail.com](mailto:tutorspacehelp@gmail.com).

For users being referred:

1. You will receive an email containing a unique registration link from TutorSpace after your referrer confirms the request. Note: if you do not receive the email, please check your spam.
2. Click on the link in your email and proceed the sign-up process by typing in all necessary information.
3. Your tutor account is all set when you finish the last step.
4. To win the cash bonus for both you and your referrer, you need to post an 80-words long *class review* post in the TutorSpace forum. Detailed steps are the following:
5. Click on the “Forum” button at the top of your page and then +Create a New Post.
6. Choose the post type "Class Review," and you are welcomed to share your experience at any course you previously took. Content includes but is not limited to: what is the primary content of the course, how do you like your professor maybe compared to professors in other sections, how do you think this course may contribute to the completion of your degree and your career aspiration, what kinds of students do you think should take this course, any tips for students to ace this course?...
7. Then submit your post.
8. TutorSpace staff will be notified once you complete all steps mentioned above, and please leave us 2-3 days to process your rewards.
9. For any questions or concerns, please contact us at [tutorspacehelp@gmail.com](mailto:tutorspacehelp@gmail.com).

**Additional rules for rewards:**

- **ONLY** tutors involved in the first 200 successful referrals will get rewards.
- Referrers and the user being referred will receive rewards in 2-3 days.
- Tutors can refer as many times as they wish.
- If multiple registered tutors refer the same candidate, the one whose link is used by the candidate gets a reward.

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