

## Merit Tutors - Conflicts of Interest Form Academic Year: 2025-2026

### Staff Declaration of Interests (Examinations)

#### Staff Member Details

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

#### Declaration of Interests

Please answer the following questions truthfully and to the best of your knowledge. If you answer "Yes" to any question, please provide further details in the space provided.

1. **Do you, or any member of your immediate family, have any involvement with students who will be taking exams at Merit Tutors? Page | 1**

- ☐ Yes  
☐ No

If "Yes," please provide details (e.g., relationship to student, nature of involvement):

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2. **Are you currently taking or preparing to take any examinations at Merit Tutors?**

- ☐ Yes  
☐ No

If "Yes," please specify the qualifications and the relevant examination details:

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3. **Are you teaching or preparing any family members or close friends for examinations at Merit Tutors?**

- ☐ Yes  
☐ No

If "Yes," please provide details of the relationship and the relevant examination:

4. **Do you have any other personal or professional relationships with students or staff that could potentially lead to a conflict of interest regarding exams?**

- ☐ Yes  
☐ No

If "Yes," please explain:

5. **Are you aware of any other circumstances that may create a potential conflict of interest regarding your involvement with examinations at Merit Tutors?**

- ☐ Yes  
☐ No

If "Yes," please explain:

### **Relationships with Students Outside of Work Declaration**

#### **Declaration of Relationships Outside of Work**

Please answer the following questions truthfully and to the best of your knowledge. If you answer "Yes" to any question, please provide further details in the space provided.

1. **Do you have a personal relationship (e.g., family, close friendship) with any student(s) at Merit Tutors outside of your professional responsibilities?**

- ☐ Yes  
☐ No

If "Yes," please specify the nature of the relationship and the name(s) of the student(s):

2. **Are you providing any personal tutoring or academic support to any student(s) at Merit Tutors outside of the professional framework?**

☐ Yes  
☐ No

If "Yes," please provide details (e.g., subject, frequency, location, etc.):

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3. **Do you engage in any social activities with students outside of work (e.g., social gatherings, outings, events)?**

☐ Yes  
☐ No

If "Yes," please provide details (e.g., nature of activity, frequency):

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4. **Do you have any other personal connections or relationships with students at Merit Tutors that could potentially influence your professional responsibilities or create a conflict of interest?**

☐ Yes  
☐ No

If "Yes," please explain:

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5. **Are you aware of any circumstances that could lead to a conflict of interest due to your relationship with any student(s) outside of work?**

☐ Yes  
☐ No

If "Yes," please provide further details:

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Sign: \_\_\_\_\_

Date: \_\_\_\_\_