



Ottawa  
**TUTOR  
CENTRE**

*Excellence in  
Education*

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**December 2004  
NEWSLETTER**

**Dear Parents and Students!**

Our motto, "*Excellence in Education*" is our personal commitment to all our clients. To ensure this commitment, the Ottawa Tutor Centre (OTC) has started off another busy year providing students with the educational skills needed for success.

To further help our clients meet their educational goals, we are offering *some new and improved services*.

**1. SAT and ACT Preparation Courses**

These courses are provided to assist students in preparing to write the SAT and ACT exams which are necessary to gain entrance to an American college or university. OTC is increasingly providing tutorial services to students attending school at the college and university levels. Subjects include, Mathematics, Physics, Biology, Chemistry, French and English. Also, students are assisted in preparing for the CAEL Test and GED courses.

**2. Programs and Workshops**

- a) *Back to Basics for Grades 1 to 6:* Teach Me to Read, The Magic of Words and Language, Reading Skills Builder, and Signpost Mathematics.
- b) *Courses for Grades 7 to 12:* French, Study Skills, Mathematics, Structure and Style, and The Finished Product.
- c) *Courses for Adults and Children:* English as a Second Language (ESL), French as a Second Language (FSL), and other customized language courses.

All courses are taught by our qualified and experienced staff and are specifically designed for *small groups of two to four students*. Students benefit from a *reduced tuition fee* and still receive the same excellent tutoring offered for our individual sessions. They run anywhere from *6 to 12 weeks in length depending on the course*. Assessments are administered on an individual basis at the time of the initial lesson.

For more information regarding any of our services, including our individual and/or group tutorials, programs, workshops, and assessments, please feel free to visit our web site and/or call the Centre. We would be pleased to meet all your educational needs.

**Recent Success Stories**

OTC is extremely proud to share a few of our success stories. We would especially like to congratulate two of our recent students on reaching their academic goals.

A foreign student who had limited knowledge of English. She was failing a grade 12 advanced English course. In April, she turned to the OTC for help and was soon on the road to success. Not only did she pass the course but is now attending a University in Europe.

A similar story of achievement is of a grade 11 student preparing for her SATs. She did so well, that she will be able to enter an American college of her choice.

All of us at the Ottawa Tutor Centre wish to thank you, our valued customers, for your continued loyalty and confidence in our educational services. Please note, that our office will be closed from Saturday, December 18, 2004 to Sunday, January 2, 2005. We look forward to seeing you again in the New Year when the office reopens on Monday, January 3, 2005.

May you have a happy holiday season and a healthy and prosperous new year!

Sincerely,



Cynthia Harrison, *Director*