

PLC Tutor Training Workshop Attendance Requirements

If you register for tutor training, we hold a spot for you and look forward to your volunteer service. We do understand that two Saturdays in a row is a significant commitment.

If you are unable to attend training, you will need to notify us of your absence so that we can serve others on the waiting list.

- Before 5pm on the Thursday before the training, email the Portland Literacy Council registrar: registrar@portlandliteracy.org.
- Any time on the Friday before the training, or before 9 am on the Saturday of the training, leave a voice mail at **(503) 217-4041**. Messages will be retrieved by Saturday morning.

We cannot provide refunds for missed training sessions. If you wish to attend another session/day, a new registration and payment are required. There will be no payment carry-over.