



## CMTO Tutor Fee Guidance

The College of Massage Therapists of Ontario (CMTO) Refresher Program involves applicants/registrants engaging the service of a tutor.

Although the remuneration of a tutor is to be determined by the tutor and the applicant/registrant for whom they are providing this service, CMTO has developed this guide to provide some assistance with the setting of fees.

### **The tutoring relationship**

Tutors provide expertise, experience and encouragement to the individuals they coach. As with the RMT/client relationship, there is an imbalance in the tutoring relationship that should be understood by the tutor. It is recommended that the tutor work to build a productive relationship based on mutual trust and respect.

### **Considerations when setting fees**

In all cases, it is expected that registrants will be fair and reasonable when setting their fees for tutoring and that fees will be communicated in a clear and transparent fashion. This includes providing fee information to the applicant/registrant when they first contact you about being their tutor, and confirming your fee (your hourly rate and the expected number of hours to be provided) in writing before the tutoring relationship begins.

When setting fees, it is recommended that tutors consider:

- The specific needs/requirements for each case (i.e., how many hours of instruction or guidance are needed, the level of expertise required, will travel be required, etc.); you may wish to consider having a fee range and finalizing your fee only when you are clear on the specifics in each case
- Your own level of experience as a tutor
- The applicant/registrant's ability to pay

For information about the role and responsibilities of a Refresher Course tutor, please review the [Guide to the CMTO Refresher Course](#) and [Tutor Application Form](#) available on the CMTO website.