



TUTOR QUICK GUIDE

Invite your students. MyWeekbook rewards your referrals.

A simple process: share your Tutor Code, the student signs up, and purchases remain linked to your profile.

The key principle

The tutor shares a personal Tutor Code. The student or parent enters it during registration. From that point on, the account is linked to the tutor for tracking requests and purchases.

How to register a student

1	Register as a Tutor Create your MyWeekbook account and select “Tutor” as your profile type.
2	Get your Tutor Code Your profile includes a personal code to share with students and parents.
3	Have it entered at sign-up The student or parent enters your Tutor Code when creating the account.
4	The account is linked to you From that point on, MyWeekbook attributes purchases made by that account to the same tutor.

THE PROCESS AT A GLANCE

TUTOR -> CODE -> SIGN-UP -> PURCHASES -> 50% OF NET VALUE

Ready-to-send message for the student / parent

“Sign up for MyWeekbook and enter my Tutor Code during registration. This will link your account to me so we can use MyWeekbook to support your study programme.”

How the referral works

Tutor referral = 50% of the net amount excluding VAT

For each purchase attributed to a student linked to your Tutor Code, MyWeekbook rewards the tutor with 50% of the net amount excluding VAT.

SIGN-UP

Registration with your code creates the Tutor-Student link. If the first WeekBook is free, it does not generate referral earnings, but it is still tracked in your profile.

FUTURE PURCHASES

When the student buys a WeekBook or another MyWeekbook service, the purchase is attributed to the linked tutor and generates a referral equal to 50% of the net amount excluding VAT.

Example: €29 WeekBook including VAT

€29.00 including VAT -> assuming 22% VAT, the net amount is €23.77 -> 50% paid to the tutor is €11.89 per WeekBook. With 10 WeekBooks purchased: €118.90 in referral earnings.

What you can see in your Tutor Area

12	18	7	€83.23
Linked students	WeekBooks requested	WeekBooks purchased	Referral earned

For each student, you can track registration, requested WeekBooks, purchases and referral earnings.

Three important rules

- **The Tutor Code must be entered during registration so the referral can be attributed correctly.**
- **The first free WeekBook can be tracked, but referral earnings are generated only by paid purchases.**
- **Future purchases made through the linked account are attributed to the tutor and generate a referral equal to 50% of the net amount excluding VAT.**

In short

Share your Tutor Code → the student signs up → the account is linked to your profile → MyWeekbook tracks requests and purchases → you receive 50% of the net amount excluding VAT on attributed purchases.