Tutoring Request

Tutoring is available at scheduled times for most courses. A tutor can be arranged for students who have good attendance and attend regular review sessions (if available). Please fill out the top portion of this form and give it your Instructor. The classroom instructor will inform you of the tutor and time. If the classroom instructor is not available please take to your Department Chair.

Student Name ________________________ Phone Number ______________________

Course and Instructor _____________________________________________________

- - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - - -

Tutor Assigned: __________________________________________________________

Date(s) and Time(s) of tutoring _________________________________________

If tutoring is denied, reason for denial: ______________________________________

_______________________________________________________________________

Classroom Instructor Signature: __________________________ Date _____________

Signature of Student Acceptance: __________________________ Date _____________

NOTE: Student will need to come prepared to each tutoring session with a written list of questions for review, failure to be prepared will result in dismissal from tutoring session for that particular day.

Classroom Instructor: When form is completed, please return original to the Academic Advisor, Mary Ach, and provide the student with a copy.