

Student Athlete Resource Center

Tutor Request Form

PLEASE NOTE: All tutoring requests will be screened by the Student Athlete Resource Center. Schedule an appointment with Mark McGushin and bring this completed form with you to your appointment.

PART ONE: GENERAL INFORMATION *(Please Print Legibly)*

Name _____ Major _____

Student ID Number_____Freshman Sophomore Junior Senior

Phone_____

Email address_____

PART TWO: SPECIFIC TUTORING REQUEST

Please list the course prefix, number, and title, and the instructor's name for the course you are in need of tutoring.

COURSE PREFIX	TITLE	INSTRUCTOR
<i>(Example) Chem 1A</i>	<i>General Chemistry</i>	<i>Dr. Science</i>

PART THREE: DOCUMENTATION OF EFFORT PRIOR TO REQUEST

1. Have you ever used the tutoring services before this semester? YES NO
2. Circle the number of times you have met with the professor of the class for which you are requesting a tutor:
0 1 2 or more
3. Circle the number of out of class hours that you are spending each week in preparation for this class?
Less than 2 2 3 4 or more
4. Do you have well-organized notes from the class which is giving you difficulty? YES NO
5. If you answered “no” to question 4, please explain the problem:

6. Estimate your grade in the class at this point:

B+ B B- C+ C C- D+ D D- F

7. How do you anticipate tutoring to assist you?

PART FOUR: STUDENT CONTRACT

If a tutor is provided for me, I agree to the following terms and conditions of the SARC:

1. I will contact the tutor within three (3) days of receiving my tutoring assignment.
2. I will attend class; I realize that tutoring is not a substitute for class attendance.
3. I will strive to be prepared and take the necessary materials to my tutoring sessions.
4. I will be ready to review my class notes and completed homework.
5. I will strive to be motivated to learn and not expect the tutor to do the work for me.
6. I will strive to give the tutor my full attention.
7. I will be prepared to work for at least a full 30 minutes.
8. I will ask for clarification when I do not understand something.
9. I will show respect for the tutor and expect the same in return.
10. I expect a tutor who is able to assist me in understanding the materials. If I have any concerns, I will bring them to the attention of the Student Athlete Resource Center immediately.
11. If I am unable to make a session, I will notify my tutor within at least 24 hours.
12. I understand that if I miss two tutoring sessions, my tutoring privileges will be revoked for the remainder of the semester. I also understand that arriving more than 15 minutes late is equivalent to missing a session.

Note: We generally provide tutorial services in the following areas: Math, English, Chemistry, Biology, Physics, some business related classes and Learning Skills courses. We do not regularly employ tutors for social science courses (i.e. psychology, sociology, philosophy), but will attempt to locate tutors for these subjects, if needed. The content for most of these courses are covered during class lectures and reading assignments (from the textbook).

I understand that this is only a request, and that the Student Athlete Resource Center will notify me as to whether or not I qualify for tutoring. Moreover, everything I have written is truthful and accurate to the best of my knowledge.

Student Signature

Date

Before any individual tutorial support is assigned, students are required to meet with their professor and get this form signed off. The SARC mandates this as the first step to encourage students to interact with their instructors and receive initial support and/or recommendations. After the initial meeting, if the professor believes that additional tutorial support is necessary the student will be assigned a tutor from our program. Most importantly, students must attend class in order to receive tutorial support from the SARC.

Signature of Professor

Phone Number/Email address

Date