

Tutor Application

Tutoring Center
Wilson Library 280, (360) 650-3855
www.wvu.edu/tutoring
tutoring.center@wvu.edu

Date _____

APPLICANT INFORMATION

Name _____

Major _____

W# _____

GPA (WWU / Major) _____ / _____

Address _____

Year in college ☐Fr ☐So ☐Jr ☐Sr ☐Gr

Expected graduation date _____

Number of work hours per week desired _____

Phone _____

Are you currently eligible for Work Study? ☐Yes ☐No

E-mail _____

If yes, have you accepted it for this year? ☐Yes ☐No

How did you learn
about this position?
(check all that apply)

- ☐Professor recommendation
☐Flyer in department building
☐Classroom announcement

- ☐Tutoring Center letter/email
☐Tutoring Center
☐Student Employment Ctr. posting

- ☐Club or academic program
☐Friend or classmate
☐Other (please specify): _____

SUBJECT SPECIALTIES

List WWU courses which you are prepared to tutor, including your grade and instructor if applicable. If you list a course you can tutor but haven't taken, describe how you acquired the related experience.

Subject	Course / Number(s)	Grade(s)	Instructor (if taken at WWU) or where taken

REFERENCES

Preferably someone familiar with your class performance in the subject(s) you tutor, your tutoring capabilities, and your ability to work closely with other

1. WWU faculty member (recent transfer students may list faculty from another institution)

Name _____ Phone () _____ - _____ E-mail _____

What is your relationship with this reference? _____

2. Additional reference (non-family)

Name _____ Phone () _____ - _____ E-mail _____

What is your relationship with this reference? _____

SHORT ESSAY QUESTIONS

Answer the following questions on a separate page and attach to your application.

1. What skills would you bring to the Tutoring Center? Describe how you developed them.
2. What do you think is important about the tutoring process?
3. How would you compare tutoring to the classroom experience?
4. What are your goals for the future?

ACADEMIC HISTORY

1. Attach a current copy of your WWU Academic History from Web4U.
2. Attach a transcript from your previous college or university for any transfer credits; an unofficial copy is fine.

WORK HISTORY

Please list your last four employers starting with the most recent, or attach your current resume.

1. Employer _____	Position _____
Address _____	Employed From _____ To _____
City _____ State _____ Zip _____	Supervisor's name _____
Phone Number _____	Supervisor's title _____
Job Duties _____	Other contact info (if applicable) _____
_____	Reason for leaving _____

2. Employer _____	Position _____
Address _____	Employed From _____ To _____
City _____ State _____ Zip _____	Supervisor's name _____
Phone Number _____	Supervisor's title _____
Job Duties _____	Other contact info (if applicable) _____
_____	Reason for leaving _____

3. Employer _____	Position _____
Address _____	Employed From _____ To _____
City _____ State _____ Zip _____	Supervisor's name _____
Phone Number _____	Supervisor's title _____
Job Duties _____	Other contact info (if applicable) _____
_____	Reason for leaving _____

4. Employer _____	Position _____
Address _____	Employed From _____ To _____
City _____ State _____ Zip _____	Supervisor's name _____
Phone Number _____	Supervisor's title _____
Job Duties _____	Other contact info (if applicable) _____
_____	Reason for leaving _____

May we contact the employers listed above? ☐Yes ☐No

If not, tell us which you do not wish us to contact and why. _____

How many jobs have you had in the last three years not listed above? _____

Please list other tutoring-related experience, training, work, or credentials. _____

WAIVER STATEMENT AND APPLICANT SIGNATURE

I verify that my application information is complete and truthful. I give permission to the hiring committee to contact my references and review my University records as necessary.

Signature: _____

Date: _____