

# Tutor Pre-Interview Questionnaire

## APPLICANT INFORMATION

Name: \_\_\_\_\_ Cell #: \_\_\_\_\_

Class of: \_\_\_\_\_ Major: \_\_\_\_\_

## PLEASE ANSWER THE FOLLOWING

Have you tutored for TRIO in the past? YES or NO

If yes, which school and what academic year were you a tutor? \_\_\_\_\_

Tell us about yourself (where you grew up and went to high school, how did you decide to attend St. Olaf College, are you involved in any extra curricular activities)

---

---

---

---

Check **ALL** academic subjects you feel comfortable tutoring.

<b>Math</b>	<b>General Subjects</b>	<b>Science</b>
<input type="checkbox"/> General Math	<input type="checkbox"/> Social Studies	<input type="checkbox"/> General Science
<input type="checkbox"/> Algebra	<input type="checkbox"/> English	<input type="checkbox"/> Biology
<input type="checkbox"/> Geometry	<input type="checkbox"/> Language Arts	<input type="checkbox"/> Chemistry
<input type="checkbox"/> Trigonometry	<input type="checkbox"/> History	<input type="checkbox"/> Physics
<input type="checkbox"/> Calculus		<input type="checkbox"/> Earth Science

Please list your previous volunteer experiences \_\_\_\_\_

---

---

---

Tell us about any experiences you have had in a multicultural setting \_\_\_\_\_

---

---

---

What appeals to you about working with students in an educational setting? \_\_\_\_\_

---

---

PLEASE COMPLETE QUESTIONS ON BACK

PLEASE ANSWER THE FOLLOWING

Do you need field experience hours? YES or NO

Do you have a student work award? YES or NO

If **YES**, please answer the following questions:

*Have you worked on campus previously? YES or NO*

*Work award amount \$\_\_\_\_\_ Number of jobs you have on campus? \_\_\_\_\_*

If **NO**, please answer the following question:

*Do you want to be an unpaid volunteer tutor? YES or NO*

QUALIFICATIONS

The TRIO UB program relies on tutors to drive St. Olaf vans to the schools each week. Without these individuals we would not be able to continue our tutoring program.

**We prefer all tutors who are eligible to drive Olaf vans to complete the St. Olaf van classroom and behind the wheel trainings.**

Please answer the following questions to help us better place you.

Do you have a valid driver's license? YES or NO

Are you a certified driver through Olaf? YES or NO

Are you 20 years of age? YES or NO

If no, what month/day is your birthday: \_\_\_\_\_

AVAILABILITY

**Which of these times/days work best for your schedule? Check all that apply.**

☐ St. Paul Humboldt High School  
Wednesdays  
1:00 PM to 5:00PM

☐ St. Paul Central High School  
Thursdays  
1:00PM to 5:00PM

THANK YOU FOR TAKING THE TIME TO COMPLETE OUR PRE-INTERVIEW QUESTIONNAIRE

Name: \_\_\_\_\_  
(First) (Middle Initial) (Last)

1. Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_

2. Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Relationship: ☐ Advisor ☐ Supervisor ☐ Professor ☐ Other:\_\_\_\_\_

Email Address: \_\_\_\_\_

3. Name \_\_\_\_\_ Phone ( ) \_\_\_\_\_ - \_\_\_\_\_

Relationship: ☐ Advisor ☐ Supervisor ☐ Professor ☐ Other:\_\_\_\_\_

Email Address: \_\_\_\_\_

**I certify all the information on this application to be true and complete and agree that any incorrect information will be sufficient cause for dismissal. I authorize St. Olaf College to check my statements, and to contact the references and former employers I have indicated. I release St. Olaf College and such references and employers from any liability in making statements to St. Olaf College in connection with this employment application.**

**I understand that in connection with my application for employment, St. Olaf College may ask a consumer reporting agency to run a criminal background check and report on me. I understand that a criminal background check and report is considered a consumer report. I understand that I have the right to request the consumer reporting agency to provide me with a complete disclosure of the nature and scope of the consumer report prepared about me. By signing this application, I authorize St. Olaf College to procure such a report.**

I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment relationship or contract between St. Olaf College and me, either for employment or the providing of any benefit. No promises regarding employment have been made to me and I understand that any such promise or guarantee would not be binding upon St. Olaf College unless made to me in writing. If an employment relationship is established, I understand and agree that my employment will be at-will, meaning it can be terminated any time at the option of either St. Olaf College or me. I further understand that any agreement for employment will not be for any specific period of time unless so agreed in a formal written appointment.

DATE \_\_\_\_\_

*St. Olaf College does not discriminate on the basis of race, color, national origin, sex, disability, sexual orientation, age or any other legally protected class status in its programs and activities. The following person has been designated to handle inquiries regarding St. Olaf College's non-discrimination policies: Director of Human Resources, Tomson 180, 1520 St. Olaf Avenue, Northfield, MN 55057, phone: (507) 786-3068*