

Tutor Request Form

Date: _____ Semester Requesting a Tutor for: _____

Name: _____

Class: ___ Freshman ___ Sophomore ___ Junior ___ Senior

Intended Major: _____

Primary Phone #: _____ Secondary Phone #: _____

E-mail Address: _____

Course Name and Section you're requesting help with: _____

(Please fill out a form for EACH class you would like a tutor for.)

Instructor: _____

Please indicate hours and times **YOU ARE AVAILABLE** to meet with a tutor:

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00AM					
10:00AM					
11:00AM					
12:00PM					
1:00PM					
2:00PM					
3:00PM					
4:00PM					
5:00PM					

Problem Areas (check all that may apply):

- _____ I have trouble understanding the readings.
- _____ I have trouble managing time.
- _____ I have trouble taking notes in class.
- _____ I have trouble taking notes from the textbook.
- _____ I have trouble taking multiple choice or true/false tests.
- _____ I have trouble writing essays.
- _____ I have trouble preparing for tests.
- _____ I have trouble with course content.

Please identify the content that you are having difficulty with:

Have you spoken or communicated with your instructor about the difficulties you have had?

Yes No

Is this the first time you've taken the course?

Yes No

On average, how much time do you spend studying or doing homework for this course?

0-3 hrs/wk. 4-6 hrs/wk. 7-8 hrs/wk. 10+ hrs/wk.

How many credits are you currently taking? _____

Are you currently working? Full Time Part Time

Do you need a one time session or a reoccurring tutor session? _____

Would you prefer to work one on one with the tutor or in a group setting? _____

Who referred you to the Academic Support Center?

Self Friend Instructor Advisor Other

As a student seeking tutoring, I commit to the following:

I will be here on time.

I will come prepared with books, notes, homework assignment, etc..

I will attend class and take notes.

I will work on my own as much as possible outside of the session.

I will come prepared with specific questions or things to work on.

I will communicate with my professor.

I will notify the tutor or Academic Support Center if I am unable to attend my session.

Signature: _____ Date: _____

If you have any questions please contact:
Carly Jean Hemans
Academic Support Center Administrative Assistant
(518) 292-1764
Kahl Campus Center Lower Level