

REFERRAL FOR TUTORING ASSISTANCE

Name: _____ Student ID# _____

What course are you requesting tutoring in? Course _____

Does this class have a prerequisite? Y___N___. If yes, have you successfully completed the prerequisite (C or better)? Y___N___.

Are you taking this class for credit? Y___N___. Have you been tutored before? Y___N___.

Student's Signature Date

PLEASE READ!

Tutoring cannot be provided for a 200 level class unless it is an introductory course with no prerequisite required, unless you are a student registered with Educational Support Services (Disability Services).

Tutoring cannot be provided to a student who is auditing a course since academic credit is not being given.

Tutors are not instructors. They can only reinforce classroom instruction. They cannot teach prerequisite material for students who have not taken or have failed a course or not adequately completed the prerequisite.

FOR FACULTY OR DSS STAFF:

Is this student now enrolled in class and attending regularly? _____ (Should this student fail to attend class, please notify Tutorial Services so that the tutoring can be terminated.)

RECOMMENDED ASSISTANCE:

Interpretation and clarification of academic material _____

Study Skills and habits _____

Instructors of students requesting tutoring in DEV classes need to indicate a specific unit the student needs help with and the total number of session (2 per week) for a maximum of six.

Reason student needs tutoring: _____

Unit _____ (see above).

Number of Sessions _____ (see above).

Instructor's Name _____

please print

Signature _____

DSS staff/faculty