TUTOR APPLICATION

ADVISING AND LEARNING ASSISTANCE CENTER
Academy Hall Suite 4266

NAME ________________________________ RIN ________________

Last First

EMAIL ______________ PHONE # ______________ GPA ___________

US CITIZEN YES NO MAJOR _________________

CLASS YR: FR SO JR SR CO-TERM _______________

HAVE YOU PREVIOUSLY TUTORED FOR ALAC: YES NO

IF YES, APPROXIMATE DATE ____________________________

REQUIREMENTS:

- Must have a GPA of 3.0 or better
- Must attend a Tutor Orientation Session
- Must have taken course(s) of interest at RPI and received an A or A-

RESPONSIBILITIES:

- Create an atmosphere that is conducive to learning by encouraging tutees to become independent learners
- Under no circumstances are tutors permitted to do projects, homework assignments, or papers for their tutees

Individual/Group Tutoring

- Tutor Report Forms must be submitted within two weeks from session date
- Tutors and their tutee(s) must sign the Tutor Payroll Report form

Drop-in Tutoring

- Tutors must sign the Attendance Sheet for payroll purposes
- Tutors must be available to tutor at least two courses

PLEASE NOTE: YOUR APPLICATION WILL BE REVIEWED HOWEVER THERE IS NO GUARANTEE THAT A POSITION WILL BE OFFERED

Signature ________________________________

DATE ______/______/______
INDIVIDUAL/SMALL GROUP TUTORING

Individual/Small Group tutoring offers assistance in many of smaller less popular courses such as – Intro Economics/Intro Management/General Psychology – these tutoring sessions are arranged between the tutor and tutee(s) for up to a maximum of 1.5 hours per week per course. The group size can range from one to five or more depending upon the demand. The time and location is determined between the tutor and tutee(s).

DROP-IN TUTORING

The Advising & Learning Assistance Center offers tutorial assistance in many of the undergraduate level courses. Larger more popular courses are formatted as Drop in tutoring, which consist of two or more tutors available to assistance students. Students may come for assistance in one or more courses or may want to use the session as a place to study with the convenience of having a tutor close-by.

Please note - if you are selected as a Drop in tutor, you must be available every week for the duration of the semester.

Please check off all the days that you are available:

❖ ALL MATH COURSES – 7 PM – 9 PM

- MONDAYS -------- □ 8 pm – 10 pm  SUNDAYS ------ □ 3 pm – 5 pm
- TUESDAYS--------- □ 8 pm – 10 pm
- WEDNESDAYS---- □ 8 pm – 10 pm
- THURSDAYS ------ □ 8 pm – 10 pm

Please list all courses that are of interest

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