Request for Tutor ~ Special Appointment

Please help us to better understand your academic support needs by completing ALL sections of this form.

Note: Requests for tutoring support must be submitted prior to the last day of course withdrawal for the respective course term. The Tutoring Resource Center will try to fulfill reasonable requests submitted prior to the deadline however, submitting a request for tutoring does not guarantee that a tutor will be available. In these cases, a tutor with related subject or course understanding may be assigned.

Semester: _____ **WCSU ID #:** _____

Name: _____

Email:_____@connect.wcsu.edu

Instructions: Please list below the courses for which you are requesting tutoring support, professors' name,and the specific challenges you are experiencing course(s) For instance, specific key concepts, reading comprehension, solving quadratic formulas, etc. Please only list courses for which tutoring is **NOT** currently offered!

Course # (Example: Women's Studies 200):	**Professor's Name:**	**Challenges in Course:**

If you would like your advisor/course instructor/program director/coach to be notified of this request, please write name/email: _____@wcsu.edu

I, _____hereby release the Tutoring Resource Center to provide information to the staff and faculty at WCSU that have a need and a right to know about my academic progress/ performance.

_____   _____

Student Signature   **Date**

Place an "X" in the time slots in which you CAN receive tutoring. Open time slots will be considered as potential tutoring times.

**Tutoring sessions can last between 1 to 2 hours.
Indicate in the notes section if you would only like 30 minute sessions

HOUR	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SUNDAY
8:00 am						
8:30 am						
9:00 am						
9:30 am						
10:00 am						
10:30 am						
11:00 am						
11:30 am						
12:00 pm						
12:30 pm						
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2:00 pm						
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3:00 pm						
3:30 pm						
4:00 pm						
4:30 pm						
5:00 pm						
5:30 pm						
6:00 pm						
6:30 pm						
7:00 pm						
7:30 pm						
8:00 pm						

Additional Notes or Request for Accommodations:

**Please return completed forms to the Tutoring Resource Center in Haas Library ~ Room 206
OR send as email attachment to TRC Coordinator**