

Tutoring Services
Fax: 972-881-5896

- If you are not a Collin student and would like the private tutor list, complete this form and return it to the Tutoring Services Office, SCC room G200 or G121, PRC room F109, and CPC room D117
- The completed form may be faxed to **972-881-5896**
- To confirm receipt of faxed form, call 972-881-5898

Tutor Request Form

You will be contacted by email or U. S. mail with tutoring details. Tutor requests are processed within 48 - 72 business hours. Please give the office additional processing time during the first two weeks of each semester.

Date: _____

Name: _____ CWID _____

Email: _____ (If you provide your email address, you will be contacted by email.)

Home Telephone: _____ Work: _____ Cell: _____

Mailing Address: _____
Street Address (include apartment number) City State Zip Code

Check semester and year:

Fall 20____

Wintermester 20____

Spring 20____

Maymester 20____

Summer I 20____

Summer II 20____

Summer III 20____

Collin Students:
List ONE
Course Subject
and Number

List ONE course ONLY!
 (example: PSYC 2301)

If you are an enrolled Collin student, you will be assigned to group tutoring or online tutoring (not both,) when available. You will also receive the private tutor list.

COLLIN STUDENTS: CIRCLE ONE!

Group Tutoring / Online Tutoring

Completing this form does not guarantee the availability of tutoring services.

Are you a student at Collin?

____ Yes ____ No

COLLIN STUDENTS:
Circle your present grade:

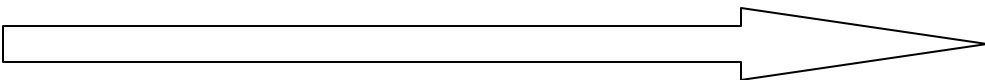
A B C D F no test yet (no grade yet)

COLLIN STUDENTS:
Are you a DARS (Dept. of Assistive and Rehabilitative Services) Client?

____ Yes ____ No

COLLIN STUDENTS:
Are you currently seeing an ACCESS (disability) Advisor?

____ Yes ____ No



COLLIN STUDENTS: PLEASE READ AND SIGN THE AGREEMENT ON THE BACK OF THIS APPLICATION

***OFFICE USE ONLY ** OFFICE USE ONLY ** OFFICE USE ONLY ** OFFICE USE ONLY ** OFFICE USE ONLY **OFFICE USE ONLY ** OFFICE USE ONLY ***

Date _____ Tutor Assignment: _____ **GROUP** **ONLINE** **PRIVATE ONLY**

Notes _____

**Collin County Community College District
Tutoring Services
STUDENT AGREEMENT FOR TUTORING**

CCCCD Students: Please read and sign below. If you have questions, please contact the ACCESS Tutoring Services Office. *(If you are not a Collin student, you are not required to read and sign this agreement.)*

If you are not a Collin student, you are not required to read and sign this agreement.

- ✓ CCCC students are assigned to group tutoring sessions or online tutoring free of charge. If group tutoring and online tutoring is not available, you will be given the private tutor list. Be aware that students are responsible for paying for private tutoring sessions.
- ✓ You may “drop-in” the group tutoring sessions. No appointment is required.
- ✓ You are encouraged to take advantage of the Math, Writing, and Computer labs. These labs are also free of charge.

	<u>CPC</u>	<u>PRC</u>	<u>SCC</u>
Math Lab	C220	D141	J228
Writing Center	A104	L214	D224
Computer Lab	C113	H120	J119

- ✓ The ACCESS tutoring program tries to provide qualified and interested individuals to work as tutors, but students are fully and ultimately responsible for their own academic performance.
- ✓ Tutors are not homework machines! Please do not ask your tutor to do any of your homework or other course assignments.
- ✓ Tutoring cannot replace regular class attendance. Do not expect tutoring to make up for missed class sessions.
- ✓ It is an expectation for you to evaluate the tutoring and tutoring program once a semester. You will be provided with an evaluation at the end of the semester. This feedback is essential to the evaluation of the tutoring program.
- ✓ If you have any questions or concerns about your group tutor or the tutoring program, please contact the ACCESS Office at 972.881.5898 or 972.881.5128.

I understand that the ACCESS tutoring program tries to provide qualified and interested individuals to work as tutors, but I recognize that I am fully and ultimately responsible for my own academic performance.

(If you are not a Collin student, you are not required to read and sign this agreement.)

Student's Signature

Date

With few exceptions, state law gives you the following rights regarding the information collected about CCCC about you: the right to request to be informed about the information; the right to receive and review the information; and the right to correct information about you that is incorrect.