Learning Center

 **Request for Tutoring Application**

**Student Information:**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Grade level: \_\_\_\_\_**

**What Subject(s) do you need to be tutored? (Course name)**

**Do you prefer a male or a female tutor? (Circle one)**

 **Male Female Doesn’t Matter**

**What days are you available after school? (Circle all that apply)**

 **Tuesday Wednesday Thursday**

**Contact Information:**

**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**What is the best way to get in touch with you? (Circle one)**

**Text Phone call Email**

**Place all applications in my mailbox located in the Main Office (Ms. Herasimtschuk) or drop off in my class room (197).**

**\*Rules and Guidelines\***

1. It may take up to one week to process the information, *if a tutor is available*. If a tutor is not available, you will be waitlisted and notified as soon as there is a tutor available.

2. I will try my best to best match you up with a tutor of your preference using the answers you provided on the application, but I cannot guarantee anything.

3. All students are held accountable if they do not show up for a planned tutoring session. If you do not show up, your application will no longer be considered, and you will lose all benefits of the Learning Center’s tutoring program.

4. Students must sign in and are required to follow the Learning Center/ Project Homework Rules)

5. All students must show up on time (2 p.m.), and remain in room 197 until 3:30 p.m., unless they bring a note from their parents or put me (Ms. Herasimtschuk) on the phone with their parents, indicating that they will be picked up early and who will be picking them up.

6. Snacks are allowed if eaten outside room 197 (science class room)

7. Failure to follow these rules will result in an immediate removal from this program.

**Bus Passes are provided at 3:30 p.m.**

**Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please place the completed application in Ms. Herasimtschuk mailbox located in the Main Office.**