

REQUEST A ONE-on-ONE TUTOR

TUTORING & WRITING CENTER

The LEARNING COMMONS – ROOM 100

Have you tried these other resources first?

_____ Class instructor	_____ Drop-in Tutoring & Writing Center
_____ Online reference/video	_____ http://www.studygs.net/
_____ http://www.howtostudy.org/index.php	_____ http://www.khanacademy.org/
_____ http://www.mathtv.com/videos_by_topic	_____ http://owl.english.purdue.edu/owl/section/1/1/
_____ http://www.csuohio.edu/academic/writingcenter/writproc.html	

Still would like to request a tutor?

Complete the application. Read about your responsibilities.

****The Tutoring & Writing Center Policies are listed on the second page.
Please remove and take the second page with you for reference. ****

Date: _____ **Name:** _____ **NCC Student ID @** _____

Phone Number: _____ **Email Address:** _____

Course requested _____ **Instructor name** _____

Place a checkmark (✓) in the days and times that you are available for tutoring.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8						
9						
10						
11						
12						
1						
2						
3						
4						
5						
Evening hours						

What are your responsibilities as a student?

The Tutoring & Writing Center at Nashua Community College acknowledges and promotes student responsibility and accountability for his/her education. We also believe that a student's success is dependent on an appropriate attitude, serious commitment, and the right assistance. Tutoring provides students an opportunity to demonstrate high academic performance.

The responsibilities of a NCC student-tutee are to

- Treat tutors respectfully
- Maintain regular class attendance in subject area that is being tutored
- Contact the course instructor for additional assistance
- ***Complete their work to the best of their ability*** by utilizing class notes, textbook, videos and other resources ***prior to tutoring***
- Communicate with tutor through NCC email regarding scheduling of sessions
- Provide several hours prior notice, if possible, when there is a need to cancel an individual tutoring session (two no-shows may cancel remaining individual tutoring for the semester)
- Inform the tutor and the Coordinator of Tutoring Services when tutoring is no longer required
- Discuss unexpected problems with the Coordinator of Tutoring Services

TRY ANY ONE OF THESE FOR ASSISTANCE!

