

Peer Tutoring Request (FREE)

FALL
 WINTER
 SPRING
 SUMMER
Year: _____

Please complete the **front** and **back** pages of this application. *ONE application PER REQUEST*

STUDENT INFORMATION

Name: _____
Last First MI

Student ID Number: _____ Date of Application: _____

Address: _____
Street City State Zip Code

Home Phone: _____ Cell or Message Phone: _____

BBCC E-mail: _____ Secondary E-mail: _____

The SSC will use your BBCC email for official communications

PROGRAM INFORMATION

Have you participated in other academic assistance services such as: STEM, Writing Center, Supplemental Instruction, e-Tutoring, etc.

If yes, which services? _____

Although tutoring is open to all students, we would like to know the following:

Are you currently enrolled in any of the following programs?

- TRIO *program signature _____
- Opportunity Grant *program signature _____
- Disability Services *program signature _____
- Running Start
- Not Applicable

EDUCATIONAL GOALS

What is your program of study? (e.g. Aviation, Business, Nursing, etc.) _____

What degree are you seeking at BBCC? AA-Associate of Art & Science AS-Transfer AGS-General Studies AAS-Workforce Ed
 Other: _____

COURSE REQUESTING TUTORING ASSISTANCE FOR:

Course Name: _____ Instructor: _____

Office Use:

Special Request(s)/Comments:

Date Application Received: _____

Emailed Instructor (for Tutor Recommendation) _____

Tutor Assigned: _____

Anticipated Start Date: _____

COMMENTS:



Big Bend
COMMUNITY COLLEGE
Student Success Center
"Connecting Students to Services"

7662 Chanute Ave NE
Moses Lake, WA 98837
509.793.2369

STUDENT AVAILABILITY/
STUDENT RESPONSIBILITIES

- Fall
- Winter
- Spring
- Summer

Name: _____

SID# _____

Please mark below, the hours you are NOT available for tutoring: (mark out the times that you are in class, work, etc.)

TIME	Mon	Tue	Wed	Thurs	Fri	Sat
8:00a-8:30a						
8:30a-9:00a						
9:00a-9:30a						
9:30a-10:00a						
10:00a-10:30a						
10:30a-11:00a						
11:00a-11:30a						
11:30a-12:00p						
12:00p-12:30p						
12:30p-1:00p						
1:00p-1:30p						
1:30p-2:00p						
2:00p-2:30p						
2:30p-3:00p						
3:00p-3:30p						
3:30p-4:00p						
4:00p - 5:00p						
After 5:00p						
Other						

COMMENTS:

STUDENT RESPONSIBILITIES

To participate in the tutoring program, you must: (please initial each bullet item)

- _____ **ATTEND CLASS and KEEP UP WITH YOUR ASSIGNMENTS.** Tutoring CANNOT be a substitute for class attendance. If a student is not attending class, tutoring will be dropped.
 - _____ **BE ON TIME** for all scheduled sessions. If running late or need to cancel, please contact the tutor. Also, if you cancel a session, it is your responsibility to reschedule with your tutor. Excessive cancellations/tardiness may result in discontinuation of services.
 - _____ **BE PREPARED** and bring the appropriate resources; text book/notebook, lecture notes, completed assignments and course syllabus.
 - _____ **CHECK YOUR BBCC EMAIL** regularly for messages from the SSC and/or your assigned tutor.
 - _____ **NOTIFY the STUDENT SUCCESS CENTER (SSC)** if you withdraw from the course that you are receiving tutoring services for **OR** if you have concerns about how the tutoring sessions are going, if your tutor is late and/or misses sessions and you were not contacted beforehand.
 - _____ **SIGN the tutor log sheet** at the end of each tutoring session to verify your attendance, the material covered and length of tutoring session.
- I have read and understand all of the above information, I agree to the provisions for obtaining tutoring services. I understand that if I do not fulfill my responsibilities, my tutoring services WILL be terminated.

STUDENT SIGNATURE _____

DATE _____