

PIKEVILLE COLLEGE TUTOR REQUEST FORM

Please fill our front and back of this form

Name: _____ Student ID: _____
Campus Address: _____ Campus Phone: _____
Home Address: _____ Home Phone: _____
Advisor: _____ Classification: Freshman Sophomore Junior Senior

In what course do you need tutoring: _____ Instructor: _____
Today's Date: _____ (Note: Please fill out a separate request form for each course in which a tutor is requested.)

Why do you need a tutor? (check all that apply)

- _____ a. Difficulty in understanding the textbook(s).
- _____ b. Difficulty in taking lecture notes.
- _____ c. Difficulty in preparing for tests.
- _____ d. Difficulty in understanding the instructor.
- _____ e. Difficulty in understanding the subject matter.
- _____ f. Other (please explain) _____

Guidelines for students

In order to receive tutoring, you must comply with the following guidelines. Failure to comply with these guidelines could result in a loss of tutoring privileges.

1. You must be attending class regularly.
2. You are expected to be on time and prepared for your tutoring assignment.
3. It will be your responsibility to keep the tutor informed of assignment due dates.
4. After the first session, you will be responsible for setting up the tutoring sessions with the tutor we recommend.

INSTRUCTOR USE ONLY

This student has requested tutoring for your course. Please give specific problem areas that need attention.

Needs: _____

Instructor's Signature: _____

TUTORING LAB USE ONLY

Tutor: _____

Date/Time proposed for 1st session: _____ AM PM

Confirmed by Tutor: Yes No (Check one) Confirmed by Tutee: Yes No (Check one)

TUTORING SCHEDULE

Please cross out with an X the time periods that you can NOT be tutored.

Term: _____ **Date:** _____ **Name:** _____ **Phone:** _____

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
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					
1:00 PM					
1:30 PM					
2:00 PM					
2:30 PM					
3:00 PM					
3:30 PM					
4:00 PM					
4:30 PM					
5:00 PM					