

Please read the tutor job description prior to completing the Supplemental Tutor Questionnaire. Return the completed Supplemental Questionnaire form to Janice Smearman, Student Resources Learning Center, in 269C, West Building.

STUDENT RESOURCES TUTOR JOB DESCRIPTION I

DUTIES:

Peer tutors will work with WSU Tri-Cities students in their content areas of expertise. Tutors will work with students on a one-on-one basis or in small group sessions to answer questions on course content, and to aid in comprehension of course material.

Tutors must commit to tutoring at least three students for the entire semester.

QUALIFICATIONS:

Tutors must obtain a **signed recommendation** from a WSU Tri-Cities faculty member in the Department for each subject area they wish to tutor and also have the approval of the Associate Director of Student Development.

Tutor applicants should have a cumulative GPA of 3.0 or above and a 3.0 in their major field of study. Under special circumstances a GPA of 3.0 in the major field of study alone will be accepted.

Tutors need good verbal communication skills and the ability to work with students from varied backgrounds and with varieties of skill levels.

SALARY:

Salary per hour is \$10.00

REWARDS:

- Opportunity to gain leadership experience.
- Helping fellow WSU Tri-Cities students succeed.
- Get to know faculty members.
- Looks great on resume.
- Flexible hours.

CONTACT INFORMATION:

Janice Smearman
smearma@tricity.wsu.edu
372-7399

Student Resources Learning Center
Room 269C, West Building

SUPPLEMENTAL TUTOR QUESTIONNAIRE

Please print all information clearly when completing the following Supplemental Tutor Evaluation Questionnaire. This information will assist us in evaluating your area of expertise pertaining to tutoring courses.

Name: _____ Last 4 Digits Student ID#: _____

Local Address: _____

E-Mail Address: _____ Home Phone #: () _____
Area Code

Current Advisor: _____ Subject: _____

Campus Phone #: _____ Department: _____

List the classes you are able to tutor and the grades received in each:

class	Grade	class	Grade
class	Grade	class	Grade
class	Grade	class	Grade

List any previous tutoring experience you have had: _____

What is your cumulative GPA? _____

Major: _____ GPA: _____

Minor: _____ GPA: _____

Expected Date of WSU Graduation: _____

Are you currently employed: YES NO

If yes, number of hours: On campus: Off campus:

Are you a TA? YES NO Half-time Quarter-time

If yes, what classes and sections: _____

Do you have work study? YES NO State Amount \$ _____ Federal Amount \$ _____

Are you an American citizen or permanent resident of the U.S.? YES NO

If no, are you a foreign national with work authorization? YES NO

If you are a graduate student, please complete the following information:

College Graduated From: _____ Year: _____

Please Print Clearly

I give my permission for release of transcript information to the tutorial program.

Signature _____ Date _____

Please Print Name Clearly _____ Date _____

RETURN COMPLETED TUTORIAL EVALUATION QUESTIONNAIRE TO:

Janice Smearman
Student Resources Learning Center
Room 269C West Building.