Tutorial Application  
(Instructional Aide 301 – Supervised Tutoring)  
Tutorial Center, A 214  
Phone (831) 755-6815  
Email fhenders@hartnell.edu  

Last name ____________________ First name ____________________ I.D.# ____________________  
(optional) Phone # ____________________ Email address ____________________  

Semester(s) in college __________ Major ____________________ Current # of Units ________  

Is this your first time using the Tutorial Center? ______ yes ______ no ______  
(Please contact or visit the coordinator, Frank Henderson, for assistance in developing your tutorial plan.)  

Please list the course(s) that you may need assistance with:  

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<th>Course(s)</th>
<th>Instructor(s)</th>
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Area(s) of need in course(s) (please check all that apply):  

- [ ] subject review  
- [ ] course content  
- [ ] study techniques  
- [ ] exam preparation  
- [ ] time management  
- [ ] note-taking skills  
- [ ] computer skills  
- [ ] reading skills  
- [ ] writing skills  
- [ ] Other ____________________________________________________________  

I recommend that this student receive tutorial assistance on the basis of an identified learning need.  
_________________________________________ Date ___________  
Instructor’s or Counselor’s signature  

Comments ____________________________________________________________  

_________________________________________________________________  

_________________________________________________________________  

I agree with the requirements and to follow the guidelines described in the “Tutorial Orientation.”  
_________________________________________ Date ___________  
Student’s signature  

Office use only: Date /Length of 1st visit ______/______ Tutor ____________ Add code _______
Tutorial Orientation PowerPoint Questions

1. What are the Tutorial Center’s hours?

2. What services does the tutorial center offer students?

3. Where are the drop-in tutoring and workshop schedules located?

4. What do tutors do for you?

5. What do tutors NOT do for you?

6. How should you prepare for a tutoring session?

7. Why are the Tutorial Center’s policies important?

8. What services will work best for you?

9. Who will be your tutor(s)?

Orientation facilitated by ___________________________