COURSE REPEAT - TUTORING CONTRACT

Please submit this signed contract to undergraduatepetitions@umbc.edu or deliver to Sherman Hall, Room 114-F

Please type (tab to go to next section) or print clearly, completing all applicable areas of this form in their entirety.

Student Name (Last, First): ______________________________

UMBC Campus ID: ______________________________________

UMBC Email Address: ________________________________@umbc.edu

Phone Number: ________________________________

Major: ______________________________________

Course to Receive Tutoring In (Ex: ECON 101-02 #9999): ________________________________

Semester and Year to Receive Tutoring In (Check One and Fill in Four Digit Year):

☐ Fall ______  ☐ Spring ______  ☐ Summer I ______  ☐ Summer II ______  ☐ Winter ______

Approval of this tutoring contract is based on the following conditions:

- I will adhere to my tutoring schedule. My tutoring schedule is considered a commitment and I will keep it in mind when making any other appointments.
- I understand that unexcused absences may result in the discontinuation of my tutoring services.
- I will be on time to my tutoring appointments. I will make every effort to contact my tutor if I am running late. My tutor is only obligated to wait 15 minutes and if I arrive after this, it will be considered an unexcused absence.
- I will come to my sessions prepared with the appropriate book(s), notebook, writing utensils and syllabus.
- I will read assigned class material and make my best effort to complete assigned problems or assignments (or make a rough draft) before coming to my tutoring appointment.
- I understand my tutor will not do my work for me or help me more than I am willing to help myself.

___________________________________________________________________________________________________

STUDENT SIGNATURE: ________________________________

I have read and understand the above conditions for receiving tutoring and I agree to abide by them.

Student Signature (please write legibly): ________________________________ Date: _____________

___________________________________________________________________________________________________

TUTOR SIGNATURE: ________________________________

I have read and understand the above student conditions and am willing and available to serve as a tutor for the above named student. My tutor is as follows:

☐ Current UMBC Student/Faculty/Staff (circle affiliation): Campus ID#
  ☐ Criteria for UMBC student tutor is a GPA of 3.0 or above and has earned a high mark in class to be tutored.
☐ Private Tutor External to UMBC. Please briefly state qualifications to serve as the tutor for this course:

___________________________________________________________________________________________________

Tutor Name (please print legibly): ________________________________

Tutor Signature (please write legibly): ________________________________ Date: _____________

Email Address: ________________________________ Phone Number: ________________________________