

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 contact 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: _____