

LAKER Academic Success Center

Tutor Request Form

Name: Date: G#:

Prof Name: Course #: Phone:

Email: Major: Sport:

AVAILABILITY

Please list as many times as possible. More times listed will make the process quicker.

|  |  |
| --- | --- |
| SUNDAY |  |
| MONDAY |  |
| TUESDAY |  |
| WEDNESDAY |  |
| THURSDAY |  |
| FRIDAY |  |

GUIDELINE FOR LAKER ACADEMIC CENTER TUTORING

1. Attendance at assigned tutoring sessions will be tracked. If student-athlete has three (3) unexcused tutoring sessions they risk losing their tutor for the remaining semester.
2. Tutoring coordinator AND tutor must be notified in advance of any absences, in order for it to be excused.
3. At the end of the semester each student-athlete must fill out a tutor evaluation form.

Signature: Date:

Please submit a copy of your current schedule along with the tutor request form to the Tutoring Coordinator, **Joe Miller**. If you have any questions, feel free to email (Milljos1@gvsu.edu), call (616-331-3374), or stop by his office (FH B146) anytime.