

Focused Tutoring – Tutor Application – PDF Form

Individual/Small Group Tutoring • Tutor Application • Salt Lake Community College

Focused Tutoring is hiring tutors for a pool of tutors to provide individualized, 1-to-1, or small group tutoring on an ongoing, weekly basis. The tutors meet with the same student(s) all semester. Tutors will be contacted as the program's needs require.

- Minimum educational requirements to be a tutor for Focused Tutoring:
 - At least a 2.5 cumulative GPA.
 - Math Tutors: Grade of B or better in: MATH 1020, 1030, 1040, 1050, 1090 or higher level MATH course. Current or former SLCC students preferred.
 - Other Subjects: Grade of B or better in subjects to be tutored.
- Hiring pay range:
 - \$ \$8.73 – \$8.84 Tutor (Beginning - Non-certified)
 - \$ \$9.62 – \$9.98 Tutor (w/Certification Class I – Offered Fall and Spring Semesters at SLCC)
 - \$ \$10.57 – \$10.95 Tutor (w/Certification Class II – Offered Fall and Spring Semesters at SLCC)
- Available hours:
 - Hours vary from 4 – 29 depending on tutor's request and student demand for tutoring.
- Tutor training:
 - We offer tutor certification workshops. By taking them, you can receive a raise to the second and third tier. We also have monthly Focused Tutoring training.
- To apply to tutor for Focused Tutoring
 - Submit the following documents to Jennifer Fasy's mailbox, Redwood Learning Center, TB 213:
 - *Tutor Application* for Focused Tutoring.
 - *Transcripts* from Salt Lake Community College and any other colleges or universities you have attended. These can be UNOFFICIAL transcripts printed from your MyPage account.
 - *Faculty Referral form* from an instructor in the area in which you will be tutoring. The envelope containing the form must be sealed with the instructor's signature over the seal. These letters can be delivered:
 - With your application to my mailbox in TB 213
 - By the faculty to the Learning Center at Redwood Campus TB 213 or our office at TB 506A
 - By the US Postal Service: Jennifer Fasy, PO Box 30808 – DST, SLC, UT 84130-0808
 - By SLCC Interoffice Mail: Jennifer Fasy, Mail Stop DST
 - By fax: (801) 957-4449
 - The faculty member can email the same information to focusedtutoring@slcc.edu

For more information, contact:

Jennifer Fasy • Focused Tutoring Coordinator • focusedtutoring@slcc.edu • Phone (801) 957-4138
Taylorsville Redwood Campus • Fax (801) 957-4449 • Office TB 506A • Mailbox TB 213 • Mail Stop DST

Students desiring accommodations or services under ADA must contact the Disability Resource Center (DRC) at the Student Center, Suite 244, Redwood Campus, (801) 957-4659, TTY: 957-4646, linda.benett@slcc.edu. The DRC determines eligibility for and authorizes the provision of these accommodations and services for the college.

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Name: _____ Student ID # _____
(Last, First, Initial) Semester and Year _____

Address: _____
(Street) (City) (ST) (Zip)

Home Phone _____ Cell _____ Email _____

Campus Preference _____ Hours Per Week You Would Like to Tutor: _____
(Available hours and locations in Focused Tutoring depend on student demand.)

Are you currently a tutor on campus? _____ Where? _____

How many hours do you currently work for SLCC? _____

What experience do you have working as a tutor (both formally and informally)? _____

What special skills or strengths do you have for working with students from diverse backgrounds, students with disabilities, or ESL students? _____

Have you taken the SLCC or CRLA Certification Class? _____ When? _____

Projected graduation date _____ Your GPA (2.5 required) _____ Major _____

Previous degrees awarded _____ Subject _____ GPA _____

A "B" is required to tutor a class; Math tutors must have taken Math 1020, 1030, 1040, 1050, 1090, or above. We get requests for tutors in all levels of Math, Physics, Biology, Chemistry, CIS 1020, Accounting, Finance 1380, MEEN, Bus 1100, and sometimes other courses.

Courses you qualify to tutor

Course	Grade	Course	Grade	Course	Grade

Employment Background

Occupation	Employer	Length of Time

What things do you consider necessary for an effective tutoring session? What kinds of interactions between tutor and student will further this goal?

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Name _____ Student ID # _____

Home Phone _____ Cell _____ Email _____

Campus Preference _____ Hours Per Week You Would Like to Tutor: _____

Tutor Availability Schedule

Please put an in the boxes if you are **AVAILABLE** to tutor.

One Hour Time Periods	M	T	W	Th	F	S
8:00 a.m. to 9:00 a.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9:00 a.m. to 10:00 a.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10:00 a.m. to 11:00 a.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11:00 a.m. to 12:00 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12:00 p.m. to 1:00 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1:00 p.m. to 2:00 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2:00 p.m. to 3:00 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3:00 p.m. to 4:00 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4:00 p.m. to 5:00 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5:00 p.m. to 6:00 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6:00 p.m. to 7:00 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7:00 p.m. to 8:00 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature _____ Date _____

Submit the following documents to:

Jennifer Fasy • Focused Tutoring Coordinator • focusedtutoring@slcc.edu • Phone (801) 957-4138
 Taylorsville Redwood Campus • Fax (801) 957-4449 • Office TB 506A • Mailbox TB 213 • Mail Stop DST

- *Tutor Application* for Focused Tutoring
- *Transcripts* from Salt Lake Community College and any other colleges or universities you have attended. These can be UNOFFICIAL transcripts printed from your MyPage account.
- *Faculty Referral form*

This form can be delivered:

- With your application to my mailbox in TB 213
- By the faculty to the Learning Center at Redwood Campus TB 213 or our office at TB 506A
- By the US Postal Service: Jennifer Fasy, PO Box 30808 – DST, SLC, UT 84130-0808
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- By fax: (801) 957-4449
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Office Notes:

Focused Tutoring – Faculty Referral

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Please enter your name in the first blank before giving this form to your referral.

PLEASE KEEP THIS FORM CONFIDENTIAL

_____ has given your name as a reference. He/She has applied for a position as a tutor in the Focused Tutoring program at Salt Lake Community College. We aim to maintain a high quality tutoring program and your comments are valuable to us. Please take a few minutes to fill in this form. After review, please return this form in a sealed envelope with your signature across the seal. Your comments will be kept confidential. You may also email this same information to the address below.

Instructor's Name: _____ Date _____

Course(s) the student has taken from you and the grades achieved:

Course	Grade	Term/Year	Course	Grade	Term/Year

How long have you known this student? _____

How would you describe this student's academic achievement?

Below Average _____ Average _____ Above Average _____ Outstanding _____

What characteristics does the student possess which might make him/her a good tutor?

Do you recommend this student for a tutoring position? Yes _____ No _____

Why/Why Not? _____

Faculty Signature _____ Date _____

Please return this form in a SEALED ENVELOPE or have your faculty member email this information to:

Jennifer Fasy, Focused Tutoring Coordinator; focusedtutoring@slcc.edu; Taylorsville Redwood Campus, TB 506A (Mailbox TB 213), Mail Stop DST; Phone (801) 957-4138; or Fax (801) 957-4449; mail: Jennifer Fasy, Salt Lake Community College, PO Box 30808, Campus Mail DST, SLC, UT 84130-0808

Office Use: