

ACADEMIC SUCCESS CENTER

413-748-3747 413-748-3725 (FAX)

TUTOR REFERENCE FORM

- Please use this form to **recommend** a student who has taken your course and has applied as a tutor.
- In your reference, please **comment** on this student's knowledge of the course/subject, ability to help others as a tutor, and communication skills.

Your Name: _____

Department: _____

Extension/Phone: _____ Mailbox: _____

Student Name: _____

Course Name(s): _____

Course Number(s): _____

Did this student receive an A- or higher in your class? Yes No

Do you recommend this student as a qualified tutor? Yes No

Comments:

Please send this completed form to the ASC Tutor Manager. Delivery options are to drop off at the Academic Success Center in Hickory Hall 109, FAX to 748-3725, via campus mail, or e-mail to ASCTutorManager@spfldcol.edu.

Questions regarding this process should be directed to the ASC Tutor Manager, x3389, or at the e-mail listed above.

Office Use Only:

Date: _____ Tutor: _____ Phone # _____

