

TUTORIAL AGREEMENT

I, _____, have applied for a tutor to assist me with the following course. _____

COURSE

In return for this service, I agree to comply with the following requirements:

1. I will attend all tutorial sessions for which I am scheduled. If I am unable to attend, I will report to the Tutorial Coordinator or other staff member at 740-0775 that I will be absent. I may be excused from my sessions, upon request.
2. If I accumulate two (2) unexcused absences, I realize that I will have my tutorial sessions discontinued. I understand that no exceptions will be made.
3. I understand that there is a 15 minute grace period for tutorial sessions; that is, I am required to wait 15 minutes for my tutor to arrive, and likewise, my tutor is required to wait 15 minutes for me to arrive. If I do not arrive within that grace period, my tutor will be excused, and I will have forfeited that session.
4. I understand that if I do not adhere to the requirements of this agreement, I will be subject to dismissal by the Tutorial Coordinator.
5. I have read and understand all the foregoing.

DATE _____

Student Signature _____

VERIFICATION BY STAFF _____

STAFF SIGNATURE

Revised 6/7/02