

COLLEGE OF ARTS AND SCIENCE

PEER TUTOR APPLICATION

GENERAL INFORMATION

Peer tutors for the College of Arts and Science (CAS) are current Northeastern University undergraduate students who have been recommended by their instructors and faculty advisor, and who have completed a mandatory in-house training program. Tutors serve as members of the CAS Peer Tutor Committee, which also includes a number of participating faculty and staff.

Tutors provide support to Northeastern University undergraduate students in a variety of CAS courses, serving a vital function by assisting with assignments and study skills. During one semester alone, peer tutors work with approximately 80-100 students.

The best candidates to be peer tutors are current Northeastern University undergraduate students who are highly dependable, have excellent communications skills, strong recommendations from their instructors, an interest in working one-to-one or in small groups with their peers, and a solid command of the course material (final grade A minus or A). Trained Supplemental Instruction (SI) leaders will also have the opportunity to run SI sessions. CAS peer tutors need to maintain a **3.0 GPA** or higher.

The Peer Tutor Application for the CAS Peer Tutoring Program is the first step in becoming a peer tutor. To qualify as a CAS peer tutor, please complete the enclosed two-part application and return it to the CAS Peer Tutor Program, **1 Meserve Hall**, Northeastern University, Boston, MA 02115. If you need any further information please call the CAS Peer Tutoring Office at **(617) 373-8931**.

College of Arts and Science Peer Tutor Application

PART I

PERSONAL INFORMATION

Date: _____

Name: _____

Student ID: _____

E-mail: _____

Local Phone: _____

Local Address: _____

Permanent Phone: _____

Permanent Address: _____

College/Major: _____

Academic Status (circle): Freshman Sophomore Midler Junior Senior

Availability for academic year (circle): Fall Spring Summer 1 Summer 2

How can we reach you during the summer? _____

How did you hear about the CAS peer tutor program? _____

Do you have any prior experience with peer tutoring (including CRLA certification)?

If so, please explain. _____

Please list the CAS course(s) for which you are interested in being a peer tutor, including the instructor you took course(s) with, the semester/year you took each course and the final grade you received:

<u>Course #</u>	<u>Instructor</u>	<u>Semester/Year</u>	<u>Final Grade</u>
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PART II

RECOMMENDATIONS

Please submit two recommendations with your application.

- One from your current faculty advisor.
- One from the CAS faculty member who was your instructor for the course(s) for which you are applying to be a peer tutor. Even though you may choose to tutor multiple CAS courses, you are required to submit only one CAS faculty evaluation.

Completed recommendations should be forwarded to CAS Peer Tutor Program, 1 Meserve Hall, Northeastern University, Boston, MA 02115.

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FACULTY/FACULTY ADVISOR RECOMMENDATION

To the student: Please complete the top portion of this recommendation and forward it to the appropriate instructor and to your faculty advisor. When the recommendation is completed can be either included with your application or can be mailed in by your instructor/advisor, to CAS Peer Tutor Program, 1 Meserve Hall, Northeastern University, Boston, MA 02115.

Student Name: _____
Student ID: _____
Student Address: _____
Student Phone: _____
Course(s) for which student is applying to be a Peer Tutor: _____

To the instructor/advisor: This student is applying to become a CAS peer tutor. Please take a moment to evaluate this student in the following categories, using 1-5 scale (1 is the lowest rating, and 5 is the highest). Your comments are very important to us and are greatly appreciated. When you have completed the recommendation please place it in a sealed envelop and you can either return it back to the student or forward it to CAS Peer Tutor Program, 1 Meserve Hall, Northeastern University, Boston, MA 02115.

Instructor/Advisor's Name: _____ **Position:** _____

- Student's ability to work independently
1 2 3 4 5 N/A Other (please explain)

- Student's ability to communicate effectively with instructors
1 2 3 4 5 N/A Other (please explain)

- Student's ability to communicate effectively with peers
1 2 3 4 5 N/A Other (please explain)

- Student's demonstrated level of responsibility/reliability
1 2 3 4 5 N/A Other (please explain)

- Student's attendance record
1 2 3 4 5 N/A Other (please explain)

- Student's command of the material
1 2 3 4 5 N/A Other (please explain)

- Students ability to seek help when needed
1 2 3 4 5 N/A Other (please explain)

Comments (please use the back of this form if needed):