

CSUSB Undergraduate Studies: Tutoring Center
TUTOR AUTHORIZATION / RECOMMENDATION

STUDENT: Name (print) _____

Present this form to all faculty members required for approval in the area in which you wish to tutor (A separate form is necessary for each department). Please list and have approved each subject which you wish to tutor. Tutors already working for the Tutoring Center may use this form to add additional courses to tutor.

Courses student is applying to tutor:

Departmental Faculty Sponsor:

Faculty sponsor please evaluate the student applying to be a tutor below and then circulate this form to all others required to complete the authorization portion below the evaluation portion.

	Unacceptable	Fair	Good	Excellent
1. Knowledge of subject				
2. Ability to communicate information to others				
3. Responsibility				
4. Helping attitude/disposition				
5. Overall recommendation				

Authorization: All required instructors please sign and initial the courses you approve the student to tutor for.

Faculty Name (print) ----- Faculty Signature	Course #	Course #	Course #	Course #	Course #	Course #	Course #	Course #

Student grade in course (comparable grade for transfer students)								

When the above is completed, please forward this form in a sealed envelope to the **Tutoring Center: UH-350**, or e-mail the signed PDF to the Tutoring Coordinator, David Reyes at djreyes@csusb.edu. (THANK YOU!) List the effective period of authorization below, if no limit write “until graduation”.

Effective period of tutor recommendation (list valid semesters) _____