

Tutoring Agreement

I request to receive tutoring from the peer-tutoring program through the NJDS-Office of Student Affairs. I understand that this program is offered free of charge to me, and that NJDS will pay the tutor at the prevailing rate on my behalf.

As a participant in the tutoring program, I am obligated to complete an evaluation of the tutor/tutoring program at the end of the trimester. In addition, I agree to arrive prepared and on time for all appointments with my tutor. If I am unable to attend a scheduled session, I will give the tutor at least 12 hours notice. If there are problems with my tutor, I will promptly notify the Office of Student Affairs to have another tutor assigned. I will follow up with any requests from the Office of Student Affairs by checking and replying to my emails within 1-2 days of receiving them.

Tutors are available to assist up to 30 hours per semester per course. If I need to exceed this limit, I understand that I must get approval from the Office of Student Affairs. I understand that if I fail to complete my evaluations in a timely manner, fail to appear for a scheduled appointment, or in any way fail to follow the guidelines of the tutoring program, I will no longer be able to participate in the free tutoring program.

Print Name

Signature

Date