

Referral Form for Student Tutorial Service

***Academic Skills Center
Buffalo State College
South Wing 330
878-4041***

Faculty and staff:

Use this form if you'd like a record of a student's session with a tutor. The student should fill out the form and present it to the tutor when they meet.

If you want the tutor to address a specific aspect of your subject, note it below. The tutor will sign and date the form, and the student will return it to you. If you have any questions or comments, please call us at 878-4041.

Student: _____ Date: _____

Course Instructor: _____

Course and number (Ex.: FRE102): _____

1. If this is a request for general tutorial help, students should bring complete instructions for the assignment. If possible, they should show an instructor's handout that outlines the precise criteria for the task.
2. If this is a request to address specific aspects of a subject, instructors should list those areas they wish the tutor to address with the student.

Specific instructions (Use the back of this form if necessary.): _____

Tutor's comments (Use the back of this form if necessary.): _____

Tutor & Date of Meeting: _____

Student's optional signature (consent for the instructor and tutor to confer about the meeting): _____ Date _____