

**Arkansas Northeastern College**  
**ACE Advising Center**

<b>TUTEE APPLICATION</b>
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**Please print clearly** (Note: Incomplete applications will not be processed)

Date: \_\_\_\_\_

NAME: \_\_\_\_\_ Student ID: \_\_\_\_\_  
Last First MI

ADDRESS: \_\_\_\_\_  
Street City Zip Code

PHONE(S): \_\_\_\_\_ E-MAIL: \_\_\_\_\_

What are the courses are you needing assistance?

Course Name	Class Days	Time of Day	Instructor
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Course Name	Class Days	Time of Day	Instructor
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Do you prefer assistance:  Online     Face-to-Face     Either

Do you need assistance immediately?  Yes     No

Have you spoken with instructors about getting assistance?  Yes     No

Do you wish to meet:  Once a week     Twice a week

What type of problems are you having in this course? **(Please be specific)**

What do you hope to gain through tutoring?

Please indicate all the times you are available for tutoring (**Note:** A tutor may not be available during the times you specify, so the more times you place increases the likelihood of assigning you a tutor faster):

v	8-9	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8
Monday												
Tuesday												
Wednesday												
Thursday												
Friday	Friday Sessions Available Upon Request											

Once your Tutee Application is completed, we will do our best to assign you a tutor. If there is no tutor available for your subject or scheduling needs, we will attempt to recruit and hire a tutor for your subject that can work within your scheduled time. However, there will be times when, despite our best efforts, we will not be able to accommodate your tutoring needs. In addition, we reserve the right to cancel, reschedule, and/or create group tutoring sessions based upon tutor availability and scheduling conflicts.

\_\_\_\_\_  
 (Student Signature)

\_\_\_\_\_  
 Date