



ACADEMIC SUCCESS CENTER
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Responsibilities & Expectations of Tutors

Tutors should allow tutees to derive their own solutions or ideas by utilizing an inquiry- based approach

Tutors should provide efficient learning strategies for areas within their level of expertise

Tutors should assess the tutee’s strengths and weaknesses during the tutoring session

Tutors will not submit work on behalf of the tutee

Tutors are responsible for effectively monitoring time, and restrict the session to 30 minutes if tutees are waiting to be seen. If prior approved accommodations have been arranged with current tutee, those accommodations are honored, and tutees are informed/redirected accordingly

Responsibilities & Expectations of Tutees

Tutees are responsible for producing their own work

Tutees should be informed of the anticipated waiting time to be seen

Tutees are expected to declare whether the assignment in question is subject to grading

Tutees are expected to start the tutoring session prepared with questions and materials

Learning is a collaborative effort; Tutees should pace themselves in a timely fashion in order to value and maximize outcomes

Should tutees need accommodations, please inquire within. Advanced notice and approval are required