

Tutoring Services Faculty Reference Form

Upon completing the *Faculty Reference Form*, place it in an envelope (sealed and signed across the flap). You may send it via campus mail to the Academic Achievement and Access Center, Tutoring Services, 22 Strong Hall, or give it to the student. Please call (785) 864-4064 or e-mail ksscott@ku.edu with any questions.

(This section to be completed by student)

Student's Name: _____

Course(s) Student Wishes to Tutor: _____

Instructor's Name: _____

Department: _____

Phone and E-mail: _____

Instructor's Signature: _____

Please check all that apply:

- This student has taken the following class(es) that I have instructed: _____
- This student is an advisee of mine.
- This student is a member of the following group (I am a faculty advisor): _____
- Other: _____

(1) Do you feel the student is academically proficient in the course(s) s/he wishes to tutor? (*If you cannot judge the student's aptitude in this class, please say so, and refer to his/her skills in your class.*)

(2) Do you feel the student would be able to help another student learn material required in this course?

(3) Using the scale at the right, please rate the student's skill in the following areas:

Knowledge _____
Dependability _____
Patience _____
Communication Skills _____

SCALE: 0 = Unable to Comment 1 = Poor 2 = Fair 3 = Acceptable 4 = Above Average 5 = Excellent

If you would like to add comments, please feel free to use the reverse side of this form.