

Dear Student:

Asking the ARC for a tutor is a wise decision! Most of the prominent leaders in the history of the world have had a personal tutor or mentor to help them. Some of the benefits of working with a tutor include: personal assistance, a clearer understanding of subjects, better grades, a sense of accomplishment, and reduced stress. Tutoring relationships can also offer opportunities to make new friends and increase your self-confidence.

Here are a few pointers about how you can get the most out of your tutorial experience:

1. **Please be on time!!** Tutors get discouraged if you don't come! If you can't make it to an appointment please call your tutor or notify the ARC staff.
2. **Bring the study materials you need:** your textbook, homework, or lecture notes.
3. **Before the session, complete as much of the work as possible,** even if you think what you are doing is not correct, so that you and your tutor have a place to start. It gives the tutor an idea about where you need clarification. Try to have some questions in mind, or even written down. Remember, your tutor is not there to do your homework for you. If you are stumped at the beginning, come in anyway – you and your tutor can start from there.
4. **Listen carefully to your tutor and ask questions** during the session.
5. **Don't be afraid to make mistakes.** We all make mistakes! Your tutor is here to help you.
6. **Follow the recommendations of your tutor.** S/he has experience in the subject and can make useful suggestions.
7. **Try to work with the same tutor throughout a semester,** but if you need to change tutors, it's okay. Let the ARC Staff know if any problem arises with a tutor, and they will help you resolve the challenge.
8. **Prepare yourself for the great feelings you get** when you have completed a good tutoring session. Your homework will become easier, and your grades will effectively improve!
9. **Schedule a backpack sorting day with your tutor.**

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I agree with the above pointers, and am looking forward to working with a tutor:

Name
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Date