

# Request for Tutoring

Eastern University  
Cushing Center for Counseling and Academic Support  
Walton Hall, Room 210  
(610) 341-5837, [ccas@eastern.edu](mailto:ccas@eastern.edu)

Directions: CCAS tutoring services are available to currently enrolled students in the College of Arts & Sciences. (For details, see the Student Handbook.) To request a tutor, please fill out this form completely (both pages) and return to CCAS in person or via regular or campus mail. (The tutor request may not be submitted electronically; a hard copy of the form is needed.) A Tutorgram notifying you of your tutoring assignment will be issued to you. We will contact you using the method you indicate. Please, put an X in the box next to the way you prefer to be contacted (phone, campus mail box, Eastern e-mail).

NAME: \_\_\_\_\_ ID: \_\_\_\_\_ DATE: \_\_\_\_\_

PHONE \_\_\_\_\_  EASTERN VOICEMAIL \_\_\_\_\_

CAMPUS MAIL BOX \_\_\_\_\_  CELL PHONE: \_\_\_\_\_

EASTERN EMAIL \_\_\_\_\_

MAJOR: \_\_\_\_\_

COURSE (S) requesting tutoring in (include course # and Instructor):

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Check One: Self-referred \_\_\_\_\_ Professor-referred: \_\_\_\_\_

Name of Professor (s): \_\_\_\_\_

Please fill out the **Weekly Schedule** on page 2. Place an X in the boxes when you are available to meet with a tutor.

## Weekly Schedule

	<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>
<b>9 AM</b>					
<b>10 AM</b>					
<b>11 AM</b>					
<b>NOON</b>					
<b>1 PM</b>					
<b>2 PM</b>					
<b>3 PM</b>					
<b>4 PM</b>					
<b>5 PM</b>					
<b>6 PM</b>					
<b>7 PM</b>					
<b>8 PM</b>					

**Place an “X” in all the boxes when you are available.**