



Instructor Recommendation Form

Date: _____

To: _____

School: _____

From: Elizabeth Kozel, District Tutorial Coordinator, LAS

Subject: Verification of Subject Area Competence of ASC Tutor Applicant

The Academic Success Center policy requires that candidates for tutorial positions demonstrate academic competence in the subject area they wish to tutor by having received a grade of "B" or above. A SWC faculty member in this discipline must recommend tutors for employment.

You can assist us by completing the information below and returning it to the ASC Office, 420 M, at your earliest convenience.

As always, I am available at extension 5373 should you have any questions, concerns, or comments. Thank you for your assistance and continued support of the LAS.

To: Elizabeth Kozel, Tutorial Center Coordinator

From: _____ **Ext:** _____
(Please print)

Subject: Student Recommendation for Employment as an ASC Tutor

Student's Name:	
Course(s):	

	I endorse this student to tutor the above subject(s).
	I do not endorse this student to tutor the above subject(s).
	I wish to further discuss this recommendation. Please contact me.

Comments:

Instructor's Signature

Date