

# UNIVERSITY WRITING CENTER

**May 10**

## TUTOR APPLICATION FORM FALL 2017

Name \_\_\_\_\_  
Last First Middle Initial

Local Address \_\_\_\_\_  
Street City Zip

Mailing Address \_\_\_\_\_  
(if different) Street City Zip

Phone Number \_\_\_\_\_ Other number \_\_\_\_\_  
where you can be reached

Student ID Number \_\_\_\_\_ Email \_\_\_\_\_

What is your current major and/or final degree objective?  
\_\_\_\_\_  
\_\_\_\_\_

Expected date of graduation \_\_\_\_\_ Cumulative Grade Point Average \_\_\_\_\_

List at least four courses you have taken in which you had to demonstrate your writing ability:

Course Title and Description of Writing	Instructor	Term Taken	Grade

List any school or educational training other than work at CSUF that you have had. List also other employment related to working with people. Start with most recent experience:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Briefly tell us about any personal qualities, knowledge or training you feel you have that will make you a good writing tutor:

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How did you learn about this tutoring position? \_\_\_\_\_

List three people who can speak on your writing abilities and your potential to be an effective tutor. Ask two of them for letters of recommendation. Either attach hard copies of the letters or ask the recommenders to send them the Writing Center Director, Prof. Magda Gilewicz, in care of the English Department or by email to magdag@csufresno.edu:

Name	Address	Phone

We also encourage you to observe one of our tutoring sessions before May 6th to get an idea how group tutoring works and to discuss it with us during the interview.

If hired, approximately how many hours per week would you want to work? \_\_\_\_\_  
(we require a commitment of minimum 10 hours)

Do you state that all of the above is true and factual to the best of your knowledge?

Signature \_\_\_\_\_ Date \_\_\_\_\_

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- 1. PLEASE ATTACH:**
- Transcript or grade reports
  - A writing sample (five-ten pages of non-fiction prose, preferably expository)
  - Two letters of recommendation

**2. SUBMIT COMPLETE APPLICATIONS TO PROF. GILEWICZ, THE WRITING CENTER DIRECTOR, BY MAY 10 (ED 184).**

- 3. IF HIRED, YOU WILL BE EXPECTED TO:**
- be available for a two-day orientation and training on August 17<sup>th</sup> and 18<sup>th</sup> (before classes begin);
  - enroll in Engl.192/282 and attend the class on Thursdays 4:00–5:50p.m. throughout the semester.

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