

READING/WRITING CENTER

Thomas Hunter, Room 416

REFERRAL FORM

You can use this form to recommend tutoring for any of your students. The Reading/Writing Center offers peer tutoring in critical reading and in all aspects of writing and the writing process. The information you give us will help us to structure our sessions with your student. You will receive a progress report at the end of the semester reviewing the student's work at the Center.

In order to help us assess your student's needs, it is useful to have a writing sample.

You are welcome to extend your comments beyond the space provided and to call or visit us at any time.

Student's name: _____

Date: _____

Course Name: _____

Course # & Sect. _____

Instructor: _____

Identify any specific areas you would like the tutor to focus on.

- _____ critical reading
- _____ organization/cohesion
- _____ paragraph development
- _____ drafting & revision process
- _____ forming clear sentences
- _____ using sources
- _____ grammar and usage
- _____ spelling, punctuation, and mechanics

Other areas:

Comments:

Please have your student bring this form and a writing sample to the **Reading/Writing Center**, *Thomas Hunter, Room 416*.