

Date Received (office use only): \_\_\_\_\_



## Center for Student Success University Learning Commons

St. Augustine Hall, Room 103  
Phone (718) 990-1367

### TUTOR APPLICATION

*High Academic Achiever only (3.8 GPA or higher), strong work ethic & communications skills.*

#### University Learning Commons Mission Statement

*To provide free, supportive, quality academic support to every student at St. John's University who seeks it; to partner with faculty and staff to ensure every student is made aware of the University Learning Commons and the valuable opportunity it offers for achieving academic success.*

Name: \_\_\_\_\_ X# \_\_\_\_\_  
(First) (Last)

Local Address: \_\_\_\_\_ City/ State/Zip Code \_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_@my.stjohns.edu

Current Year in School (First, Second, Third, Fourth, Graduate, or Other) \_\_\_\_\_ Credit Hours currently enrolled: \_\_\_\_\_

Major: \_\_\_\_\_

Minor: \_\_\_\_\_ Grade Point Average (GPA): \_\_\_\_\_

#### Which subject(s) do you wish to tutor?

Please provide the first/last name and email address for two professors who will provide a recommendation for your application (see below).  
*We will email them directly, however we suggest asking them first if they are willing:*

Prof. #1 First/Last Name: \_\_\_\_\_ Subject: \_\_\_\_\_ Email Address: \_\_\_\_\_

Prof. #2 First/Last Name: \_\_\_\_\_ Subject: \_\_\_\_\_ Email Address: \_\_\_\_\_

#### Please answer the following questions in a separate Word Document and send with the application.

1. What interests you about becoming a ULC tutor?
2. What characteristics do you have that would help you to be an effective tutor?
3. List any leadership experience or extracurricular activities during college.
4. Discuss your academic and career goals and how they may contribute to your role as an effective tutor.

# Instructions

As part of the application process, **two (2) recommendations** must be completed by your professors. *We will email them directly with the online link for their recommendation.*

- One of the recommendations must be from a professor who has taught you the subject you wish to tutor.
- The second recommendation may be from a professor in the same subject area or from a professor who has taught you another subject and knows you well.
- Please add their information in the application above; this must include their full name/subject/email address.

You must also attach an **“unofficial” transcript (Academic Record)** with your application.

- To access it, go to [signon.stjohns.edu](http://signon.stjohns.edu), UIS, Student, Student Records, and Academic Record. Please download that page and send/scan/ or print with your Tutor Application and Word Document.

## Application Checklist:

1. Provide information above for TWO recommendations.
2. Send this completed Tutor Application, your Word Document with the answers to our questions, your resume and your unofficial transcript to [stjlearningcommons@stjohns.edu](mailto:stjlearningcommons@stjohns.edu)