

Tutor Information and Schedule of Availability- Main

Semester/Year: _____
Name: _____
E-Mail Address: _____
Home Phone: _____ **Cell Phone:** _____
Mailing Address: _____

1. Indicate any college degrees you have earned (Circle all that apply):

None Associate's Bachelor's Master's Doctorate

Other (Please specify): _____

2. Will you be an MCC student during the upcoming semester? If yes, how many credits will you be taking (circle one)?

No yes, taking less than 6 credits yes, taking 6 or more credits

3. Will you need to make any significant changes to your current Course List (circle all that apply)?

No yes, add courses yes, delete courses

4. How many hours per week would you prefer to work (min = 3, max = 20)? _____

5. Which Centers are you interested in working in (circle all that apply)?

Main Campus New Brunswick Perth Amboy

6. Read the following instructions and carefully fill out the Schedule of Availability on page 2.

a. Clearly shade in the boxes when you are not available.

Note: Shaded boxes should include any times when you have class or other obligations and at least 15 min before the start of any class.

b. Leave blank the boxes when you are available.

Note: You may be scheduled for any time which you leave blank, so make sure you are willing to work during these time periods before submitting the form.

c. Indicate any times when you would prefer to work by writing a "P" in the appropriate boxes.

Note: Tutoring shifts will not be scheduled for longer than 5 consecutive hours.

d. Indicate any times you wish to volunteer by writing a "V" in the appropriate boxes.

e. Include any comments about your schedule or preferences in the comments box.

Note: Comments may include additional scheduling preferences such as a preference for longer or shorter shifts or a preference for the number of days per week you wish to work.

Tutor Schedule of Availability- Main

Name: _____ Date: _____

Time	Mon	Tues	Wed	Thur	Fri	Sat
9:00 am - 9:15 am						
9:15 am - 9:30 am						
9:30 am - 9:45 am						
9:45 am - 10:00 am						
10:00 am - 10:15 am						
10:15 am - 10:30 am						
10:30 am - 10:45 am						
10:45 am - 11:00 am						
11:00 am - 11:15 am						
11:15 am - 11:30 am						
11:30 am - 11:45 am						
11:45 am - 12:00 pm						
12:00 pm - 12:15 pm						
12:15 pm - 12:30 pm						
12:30 pm - 12:45 pm						
12:45 pm - 1:00 pm						
1:00 pm - 1:15 pm						
1:15 pm - 1:30 pm						
1:30 pm - 1:45 pm						
1:45 pm - 2:00 pm						
2:00 pm - 2:15 pm						
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3:00 pm - 3:15 pm						
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3:45 pm - 4:00 pm						
4:00 pm - 4:15 pm						
4:15 pm - 4:30 pm						
4:30 pm - 4:45 pm						
4:45 pm - 5:00 pm						
5:00 pm - 5:15 pm						
5:15 pm - 5:30 pm						
5:30 pm - 5:45 pm						
5:45 pm - 6:00 pm						
6:00 pm - 6:15 pm						
6:15 pm - 6:30 pm						
6:30 pm - 6:45 pm						
6:45 pm - 7:00 pm						
7:00 pm - 7:15 pm						
7:15 pm - 7:30 pm						
7:30 pm - 7:45 pm						
7:45 pm - 8:00 pm						
8:00 pm - 8:15 pm						
8:15 pm - 8:30 pm						
8:30 pm - 8:45 pm						
8:45 pm - 9:00 pm						

Comments: