As a participant in the WRC’s referral program, students agree to attend their regularly scheduled appointment each week, to bring a writing-related activity to discuss with the tutor, and to practice independently between sessions. The referral typically runs from its initial assignment through the end of the semester, unless the tutor and student agree that the writing concerns the instructor has indicated on the form have been appropriately addressed. Also, the referral may end if the student: (a) misses two appointments without contacting the WRC in advance, (b) cancels three appointments, or (c) fails to participate actively in the sessions. Please note that students who lose referral status may visit the WRC offices on a walk-in basis only for the remainder of the semester.

Please print and complete all fields.

Student: _______________________________  Student ID: ____________________________
Student E-mail: ___________________________  Student Phone: _________________________
Instructor: ______________________________________
Instructor E-mail: ___________________________  Instructor Phone: _________________________
Course: _______________________________  Course Title: ________________________________
Is this a Prospect for Success Course?  Yes ____  No ____
Student should work to improve the following aspects of writing: ________________________________


Days and Times of Availability for tutoring:
1st: _______________________________  2nd: _______________________________
3rd: _______________________________  4th: _______________________________

In completing this form and signing on the lines below, the student accepts the faculty member's request to participate in the referral program.

Student Signature: ________________________________
Instructor Signature: ________________________________

For Office Purposes Only
Tutor: _______________________________  Start Date: ________________________________
No Shows: 1st: __________  2nd: __________
Cancellations: 1st: __________  2nd: __________  3rd: __________
Comments: ________________________________