

TUTOR APPLICATION

Contact Information:

How did you hear about our Company? _____

Tutor Name: _____

Address: _____

City, State, Zip: _____

Home Phone: _____ Cell Phone: _____

Work Phone: _____ Fax: _____

Email: _____

DOB: _____

Current Occupation: _____ Employer: _____

How Long? _____ yrs.

If unemployed, are you looking for full time employment? YES NO

Education/Background (indicate name of school/location and yrs completed):

High School: _____

College: _____

Degree(s): _____

Post-Graduate Degree(s): _____

Other areas of study:

Experience:

Are you currently a certified teacher? YES NO _____ yrs teaching

Have you ever worked as a private tutor? YES NO _____ yrs tutoring

Have you ever worked for a tutoring company? YES NO _____ yrs

Are you willing to tutor at student's home? YES NO

If tutoring cannot be done at a student's home, are you willing to tutor at another location?
(bookstore, library, etc.)? YES NO

Are you willing to work with more than one student at a time (groups)? YES NO

Please list the areas (towns) you would be willing to tutor in: _____

Distance or driving time you are willing to travel: _____ miles or _____ mins

What subject(s)/grades are you comfortable tutoring in: (Check all that apply)

Please indicate the grade levels you are willing to tutor:

Pre K K 1 2 3 4 5 6
 7 8 9 10 11 12 Adult

Comments:

Elementary School:

Area of Specialization: _____

- Study Skills Reading Reading Comprehension Spelling Writing
- Phonics Grammar Math Other

Middle School:

Area of Specialization: _____

- Study Skills Basic Math Pre-Algebra Math English Writing
- Social Studies Science Other

High School:

Area of Specialization: _____

- Basic Math Algebra 1 Algebra 2 Advanced Algebra
- Geometry Pre-Calculus Calculus Trigonometry
- Physics Chemistry Biology Anatomy
- Government US History World History Economics
- English/Grammar/Spelling English Composition Reading Comprehension
- Creative Writing Study Skills Organizational Skills

Test Prep:

Area of Specialization: _____

- PSAT SAT I - Math SAT I - Verbal SAT II ACT
- MCAS SSAT GED General Test Prep

Foreign Languages:

Area of Specialization: _____

- Spanish I Spanish II Spanish III Spanish IV
- French I French II French II French IV
- Italian Portuguese German ESL (as second language)
- Latin Chinese Other _____

Computers:

Area of Specialization: _____

- Basic Home Computing: Internet, Email, MS Word, MS Excel Etc. Quicken/QuickBooks
- Basic Networking Advanced Networking Other

Special Education:

Do you have significant experience with Learning Disable Students? YES NO

If so, please mark all that apply: ADD ADHD Dyslexia Autism
 Other _____

Other skills and/or training:

Do you have any special skills or training that will aid in the development of our students? If yes, please explain: _____

Availability/Schedule:

Please indicate the number of hours per week you desire to work as a tutor:

- 2-4 6-8 8-10 10-15 15+ hrs

Availability during the school year (September – June):

(Please check off days of the week and note time of day you are available to tutor below)

Days: Mon Tues Wed Thurs Fri Sat Sun

Times: _____

Summer Availability (July & August):

Days: Mon Tues Wed Thurs Fri Sat Sun

Times: _____

References:

Professional References & Telephone Numbers:

- | | <u>Name</u> | <u>Telephone</u> | <u>Years Known</u> |
|----|-------------|------------------|--------------------|
| 1) | _____ | | |
| 2) | | | |
| 3) | | | |

Personal References & Telephone Numbers:

- | | <u>Name</u> | <u>Telephone</u> | <u>Years Known</u> |
|----|-------------|------------------|--------------------|
| 1) | | | |
| 2) | | | |
| 3) | | | |

Official Background Information:

Have you ever been convicted of a misdemeanor or felony crime? YES NO

If yes, when, where and for what crime?

Will you submit to a drug and background test if necessary? YES NO

Will you submit to a Background Check? yes no

I certify that the information I have provided on all the pages above is true, accurate and correct:

_____	_____
Signature	Date
<i>Please sign or type name (if submitting electronically) and date above.</i>	

PLEASE REMEMBER TO ATTACH A COPY OF YOUR RESUME WHEN YOU SUBMIT THIS APPLICATION TO ACADEMIC COACHES TUTORING.

To maintain a copy, save the application to your hard drive and attach that copy as an attachment along with a copy of your resume. [CLICK HERE TO SUBMIT ELECTRONICALLY.](#)