

AGREEMENT FOR TUTEE

Tutoring sessions are in person this school year.

Commitment: Tutee must make a commitment to the tutoring relationship and agree to meet for at least 30 minutes each week for a minimum of 6 weeks.

If you are not serious about being tutored, do not request a tutor. STTAR tutors are volunteering their time to help students.

Getting started:

- Step 1) Submit a STTAR Tutor Request form online
- Step 2) Print out this Agreement, sign it and give it to Mrs. Otoshi in the Library during Homework Center (M, W, TH 3:30pm-5:00pm) or during Brunch on Tuesdays and Fridays.
- Step 3) Check your school email daily for a "STTAR Program - Action Required" email from Mrs. Otoshi (miko_ototshi@fuhsd.org)
- Step 4) After you receive a "STTAR Program - Action Required" email check your school email for communication from your STTAR tutor and promptly reply to your STTAR tutor so that you can begin your tutoring sessions. If you do not promptly reply to your STTAR tutor, your tutor may be re-assigned and you will need to start the process over again.

Tutoring Sessions:

- Tutoring sessions are typically 30-60 minutes.
- At the end of each tutoring session, type your name on your tutor's STTAR Tutor Time log - link will be emailed to you
- If you need to change or cancel a tutoring session, **communicate directly** with your STTAR tutor in advance. Remember, your tutor has reserved his/her time to tutor you.
- If you no longer need tutoring assistance, inform Mrs. Otoshi so that your tutor can be assigned to help another student.
- Communication between Tutor and Tutee is key for a successful tutoring relationship.
- If any issues arise, email Mrs. Otoshi at miko_ototshi@fuhsd.org.

Your STTAR tutor will help you understand your assignments and improve your study skills. They will provide reinforcement of classroom instruction/concepts. Success is dependent on your willingness to listen, focus, ask questions and put in the needed effort. *Your tutor will not do your homework for you.*

I would like to be matched with a STTAR Tutor. I will be attentive and I will communicate with my tutor. If I cannot attend a scheduled tutoring session, I will inform my tutor in advance.

Student's Signature: _____ **Date:** _____

Student's Printed Name: _____

Print out this Agreement, sign it and give it to Mrs. Otoshi in the Library during Homework Center (M, W, TH 3:30pm-5:00pm) or during Brunch on Tuesdays and Fridays in the Library.

After your STTAR Tutor Request Form is submitted online AND this signed Agreement for Tutee is given to Mrs. Otoshi, you are eligible to be matched with a STTAR Tutor.