



## Hellenic College Tutorial Form

A tutorial is one-on-one instruction in a course that is currently in the Hellenic College catalogue. Such tutorials are rarely offered and only in instances when a course is required for graduation that semester and course enrollment does not permit the regular scheduling of that course. The college is not obligated to provide tutorials.

Tutorial agreements must demonstrate compliance with the institutional policy for awarding academic credit. To this end, they typically comprise one contact hour per week and a minimum of 10-12 preparation hours per week for 15 weeks, thereby compensating for the reduction of each contact hour by a factor of at least two.

Student's name: \_\_\_\_\_

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

Term and Year Tutorial to take place: \_\_\_\_\_

Number of Credits for Tutorial \_\_\_\_\_

Department: \_\_\_\_\_

Reason for requesting the Tutorial: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Faculty member conducting the tutorial: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Chairperson Signature: \_\_\_\_\_ Date: \_\_\_\_\_