

## BSWD Tutoring Quote Form

### INSTRUCTIONS

- A separate BSWD Tutoring Quote Form is required for each tutored course. If there is a change in tutors within a semester, a new form and tutor's resume must be submitted.
- Tutors will only be approved for courses in which there is a demonstrated disability-related impact.
- Tutoring hours per week **cannot exceed weekly in-class time**. A base of **2 hours per week per course** is recommended.
- Contact your AAS Facilitator to discuss tutoring hours for online/distance education courses.
- **Keep a copy of this form for your records.**

### STUDENT INFORMATION

First Name		Last Name	
Student Number		AAS Facilitator	

### TUTOR INFORMATION

- Tutors may provide assistance with course content only, not with writing/editing, time management, organizational skills, learning strategies etc.
- Tutors must have taken or be taking the course themselves (peer tutor), or hold a degree, certificate or diploma in a related field.
- Tutors cannot be a spouse/partner, family member or friend of the student.

First Name		Last Name	
Address			
Email		Phone	
Education & Qualifications		Agency name <i>(if applicable)</i>	
Course		Semester	
Session Start Date		End Date	
Number of Weeks ( A )	Number of Hours / Week ( B )	\$ _____ Rate per Hour ( C )	\$ _____ Total Amount Requested ( A x B x C )

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