



# Student-Tutor Contract

Your Commitment to Your Tutor



I, \_\_\_\_\_ (T# \_\_\_\_\_), am an active member of TRiO Student Support Services at UA Little Rock. I understand that, although tutoring is provided to me at no cost, it is **not** free, as the SSS program pays tutors for working with students. I understand that if I miss a session, the tutor is still paid for each late cancellation and no show event. I promise to minimize any missed time from scheduled tutoring sessions in order to take full advantage of this service and best used public funds on my behalf. By signing this contract, I **accept** the responsibility I have to my tutor and acknowledge that, **if I am unwilling to adhere to these guidelines, I will no longer be permitted to participate in tutoring services.**

I agree to do the following in order to maximize my time and effort taking courses at UA Little Rock and working with a tutor provided by SSS:

- Attend all classes and read all assigned text material
- Take notes or arrange for a note-taker in class with the Disability Resource Center (DRC)
- Attempt and complete all homework on my own
- Do all research and draft all papers on my own
- Attempt and complete all quizzes, tests, and major exams on my own (or with DRC accommodations)
- Prepare and bring questions for the tutor for information to be worked on during regularly-held sessions
- Regularly attend each scheduled tutoring session
- Arrive on time for each scheduled tutoring session
- Come to each tutoring session prepared to work with the tutor and with questions in mind, having covered the study material during my private study time and knowing with what I need assistance
- Use some of the tutoring time during the semester as “Teach the Tutor” time**
- Contact my tutor(s) more than 24-hours in advance if I need to cancel** the next scheduled tutoring session appointment
- Not miss tutoring sessions without contacting my tutor** at least 24-hours in advance (otherwise called a no-show event) – I will **not** be a no show
- Contact my tutor and the tutoring coordinator if I drop my course sometime during the semester

My aim is to have a successful academic outcome this semester.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tutor’s Signature



# Student-Program Contract

Your Commitment to the Program



I, \_\_\_\_\_ (T# \_\_\_\_\_), am an active member of TRiO Student Support Services at UA Little Rock. I understand that the SSS program is designed to assist me, and is, therefore, a privilege for which I must show respect and appreciation. By signing this contract, I **accept** the responsibility I have to the SSS program and acknowledge that, **if I am unwilling to adhere to these guidelines, I will no longer be permitted to participate in tutoring services.**

- I will **not** request direct help with any assigned classwork. If I am found to accept direct help from my tutor with classwork, homework, or **ANY** material to be turned in for a grade, it will be considered plagiarism or collusion, and my tutoring services may be cancelled for the semester. My instructor may also be alerted, under individual circumstances. If I need “help” with homework, **I will attempt all of the homework and complete as much as possible prior to the tutoring session.** Only parts of the homework that I cannot figure out alone will be addressed in tutoring.
- I will maintain a positive and respectful attitude toward my studies and the assistance offered to me through SSS tutoring. If I do not put forth my **best effort** and approach tutoring sessions and the SSS program with respect, my tutoring services may be cancelled for the semester.
- I will treat **all** SSS staff members with dignity and respect, and will be active in remembering that they go out of their way to ensure that I get the most out of my tutoring experience. **No rude or inconsiderate behavior will be tolerated;** if I am found to show any form of disrespect toward an SSS staff member, I risk losing my tutoring privileges.
- I will **not** speak negatively about or mischaracterize **any** aspect of the SSS program. I will make every effort to represent the program in a positive way, **both inside and outside** of its facilities. If found to misrepresent or show malicious attitudes toward the program, my tutoring services may be terminated.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director's Signature