EOPS @ Los Medanos College ❒ 2700 Leland Road ❒ Pittsburg, CA ❒ 94565-5187 ❒ (925) 439-2181 x 3138

EOPS Tutoring Services Application for Employment

(EOPS tutors are not to exceed 20 hrs of work for the college in a week)

❒ yes ❒ no
CURRENTLY EMPLOYED BY LMC? (check one)

GENERAL INFORMATION

APPLICATION DATE

PLEASE PRINT

Name: _____ First _____ Last LMC ID # _____

Address: _____ Street Apt. _____ City _____ Zip

Phone: _____ Home _____ Cellular

E-mail: _____

How often do you check your e-mail? (check one) ❒ Throughout the day ❒ Once a day

COURSE PREPARATION

List only LMC courses taken that qualify you to tutor in a subject area. Listed courses must have been completed with a grade of A or B.

Subject Area	Course Title & Number	Instructor's Name	Grade Earned

COURSES PREPARATION

Using each of the qualities listed below, rate yourself in each area given, using a scale of 1 to 4, defined as follows:
1=not very skilled, 2=somewhat skilled, 3=well skilled, 4=very skilled

Check appropriate box at right to indicate if course has been completed: ❒ English 221 ❒ Math 38

Skill Area	Self-rating (1-4)	Skill Area	Self-rating (1-4)
• Patience		• Ability to follow instructions	
• Dependability		• Responsibility	
• Friendliness		• Listening skills	
• Communication		• Study skills	
• Concern for student development of confidence		• Ability to explain or demonstrate concepts	
• Promptness		• Motivation to learn	
• Time-management		• Knowledge of writing process	
• Organization		• Knowledge of paper citation format	

WEEKLY HOURS OF AVAILABILITY

State the time that you will **commit** for tutoring each week, using 1-hour blocks, for example, 1pm to 2pm. More than one block of time maybe listed on a given day, for example, 1pm-2pm, 4pm-7pm.

Monday		Tuesday		Wednesday		Thursday		Friday	
From	To	From	To	From	To	From	To	From	To

By signing at right, I authorize EOPS to give my contact information to prospective tutees:

_____

(Signature of Authorization)

EOPS OFFICE USE ONLY—Light Blue Form

RefCard	2 IDS	W4	I-9	Empl Ver	TUT APP	STDT	T-T AGREE

Revised 8-27-08