

Alvernia College Learning Center Tutor Application Instructions

Thank you for your interest in becoming a Learning Center tutor! Tutoring is a greatly fulfilling experience - an exciting and fun job that you will certainly enjoy while at the same time helping your fellow students.

Most of our tutoring positions are work study positions. There are also other paid and volunteer positions open based on the Learning Center's need. Please check with the Director of Learning Advancement to see what is currently available.

Learning Center tutors are the best in their field and have earned their positions through hard work and dedication to learning and teaching. Completing the enclosed application materials is the first step to becoming a member of this incredible team.

Step 1: Fill out the Alvernia College Learning Center Tutor Application. If you are applying to tutor writing, be sure to attach your writing sample and also complete the separate "Writing Tutor Application."

Step 2: Have two faculty members fill out the faculty recommendation forms and return them to Danielle Saad in the Learning Center. These do not necessary have to be professors you have had in class, but they should be able to attest to your ability as a tutor in your field.

Step 3: Submit your application materials directly to the Director of the Learning Center. Once your complete application has been reviewed, you'll be contacted to set up an appointment for an interview.

Contact Danielle Saad at 610.796.8423 or { **HYPERLINK**
"mailto:Danielle.saad@alvernia.edu" }
with any questions or concerns.

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