|  |  |
| --- | --- |
| Student First Name: | Date Tutor Assigned: Click or tap to enter a date. |
| Student Last Name: | **Anticipated Start Date:** Click or tap to enter a date. |
| Student ID #: | Actual Start Date: Click or tap to enter a date. |
| School: Choose an item. | **Anticipated End Date:** Click or tap to enter a date. |
| School Counselor / Designee: | Actual End Date: Click or tap to enter a date. |
| School Counselor / Designee Phone: | **Reason for Tutoring:**  Choose an item. |
| Tutor Assigned: |
| Tutor Phone: |
| Hours per Week: Choose an item. |

WINDHAM PUBLIC SCHOOLS

Tutor Request Form

In Order To Submit – A Tutor Must Be Identified By The School

**Date Stamped**

**By Pupil Services**

Parent / Guardian Information

|  |  |
| --- | --- |
| Parent/Guardian First Name: | Parent/Guardian Address: |
| Parent/Guardian Last Name: | Parent/Guardian City: |
| Parent/Guardian Home Phone: | Parent/Guardian State: |
| Parent/Guardian Cell Phone: | Parent/Guardian Zip Code: |
| The parent data was verified accurate by  on Click or tap to enter a date. | |

Student / Program Information

|  |  |  |  |
| --- | --- | --- | --- |
| Grade: | Choose an item. | Subject Areas for Tutoring: | |
| Special Education Student  504 Student: | Yes No  Yes No |
| Special Education / 504 Case Manager: |  |
| PPT Scheduled To Revise Students’ IEP: | YesNo Date: Click or tap to enter a date. | Student Requires Instruction in Spanish: | YesNo |
| Locations for Tutoring:  *Students may only be tutored at home for medical reasons*. | Library  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | OFFICE USE ONLY: Letter Mailed:  Data Entered:  E-school Entered: | Yes Date:  Yes Date:  Yes Date: |

Approved by the Director of School Counseling: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved by the Director of Pupil Services: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_