



**THE ARTS & SCIENCE  
UNDERGRADUATE SOCIETY**  
of Queen's University

## **MINDFIND TUTOR REQUEST**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-mail \_\_\_\_\_ Phone No. \_\_\_\_\_

Indicate the high course code(s) that you require a tutor for.

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**MINDFIND IS A PEER TUTORING PROGRAM. EACH HOUR SESSION COSTS \$10.00. IT IS YOUR RESPONSIBILITY TO PAY YOUR TUTOR AT THE END OF EACH SESSION. FAILURE TO PAY ON TIME WILL RESULT IN A LOSS OF TUTORING PRIVILEGES.**

SIGNATURE: \_\_\_\_\_

## TUTEE CONTRACT

1. I understand that it is my responsibility to be prepared for each tutoring session. My tutor can expect to receive my total attention.
2. I understand that my tutor's role is to provide academic assistance, and I understand that their role is not to re-teach the entire subject.
3. I agree to be on time for each tutoring session.
4. I agree that it is my responsibility to inform my tutor well in advance if I am unable to make the arranged session. I have been made aware that if I miss 2 sessions without notice that I will lose the right to continue using the MINDFIND service.
5. I understand that it is my responsibility to pay the tutor \$10 at the end of every hour session.
6. I understand that I will be asked to sign the Tutor's MINDFIND Cheque Requisition at the end of each session in order that they can submit their hours for the \$2/hour subsidy paid by ASUS.

I have read the above contract and agree to the terms and conditions of this contract.

**Tutee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_