

Spring 2020

Math Tutor Application

The Position

Math tutors are model students who provide math tutoring to undergraduate students in a walk-in setting. Math tutors assist multiple students at a time within the Math Lab, ensuring that each student receives adequate support.

Requirements

- GPA of 3.0 or higher
- Earned a grade of "A" in the courses in which a tutor facilitates
- Ability to communicate well through both oral and written forms of communication
- Availability to attend weekly meetings

Preferred

- An 'A' or equivalent experience in 1680, 1180 and/or 1190
- Tutoring experience

Job Responsibilities

- Provide excellent math tutoring to students in a walk-in environment within the Math Lab
- Continually rotate between multiple students to ensure all students are assisted
- Refer students to additional academic resources as needed
- Attend all training and meetings as directed by your supervisor
- Other duties as assigned by supervisor

Applicant Contact Information

Full Name: _____

Email Address: _____ Phone Number: _____

EUID: _____ 8-Digit ID Number: _____

Applicant Academic Information

Classification (Sophomore, Junior, Senior, Post-Bacc, Master's): _____

Expected Graduation Date: _____

Major: _____ GPA: _____ GPA (Major): _____

Please fill in the table below with information from your completed math courses.

Math Course	Course Grade	Can you tutor?	Math Course	Course Grade	Can you tutor?	Math Course	Course Grade	Can you tutor?
MATH 340			MATH 1650			MATH 2100		
MATH 1100			MATH 1680			MATH 2700		
MATH 1180			MATH 1710			MATH 2730		
MATH 1190			MATH 1720			MATH 3000		
MATH 1350			MATH 1780			MATH 3410		
MATH 1351			MATH 2000			MATH 3680		
MATH 1580								

Please list any other math course you are qualified to tutor (must have received an 'A' or equivalent):

Please list two academic references:

Name: _____

Relationship: _____

Phone Number: _____

Email Address: _____

Name: _____

Relationship: _____

Phone Number: _____

Email Address: _____

Applicant Employment Information

Do you plan on working for another department on campus during the Spring 2020 semester?

Yes _____ No _____

If "Yes", please list the department, your job title, and how many hours you will work per week:

Please describe any previous tutoring experience (including subject matter, dates, and employer):

Please describe any anticipated involvement in campus activities for the upcoming semester (clubs, organizations, etc.):

How many hours per week are you willing to work? _____

Please list your anticipated availability for the upcoming semester, writing general times you expect to be available (i.e. 9am-12pm). **NOTE:** The Math Lab is open **M–Th, 9am-7pm** and **Fri, 9am-4pm**.

Monday	Tuesday	Wednesday	Thursday	Friday

Applicant Response Section

Please answer the following questions. Answers should be **typed and attached to this document** when they are submitted.

1. Why are you interested in this position and why do you feel that you would be a good choice?
2. What is the most important quality of an effective tutor and why?
3. You are working with a MATH 1100 student and notice that three other MATH 1100 students are waiting to be helped. What would you do in this situation?

I hereby attest that all the information stated on this application is both truthful and accurate.

Signature

Date

***To complete the application process:**

1. Submit this application **along with a copy of your Spring 2020 class schedule** to the Learning Center located in Sage Hall 170 or email a scanned copy to mathlab@unt.edu.
2. Apply for this job through the Career Center's Handshake program.

YOUR APPLICATION WILL NOT BE CONSIDERED COMPLETE UNTIL ALL ITEMS ARE SUBMITTED