



## Faculty Referral Form

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

Course Name and Number (Ex. WRIT 303, BIO 234): \_\_\_\_\_ Semester: \_\_\_\_\_

Faculty Name: \_\_\_\_\_

I recommend that this student be referred to the CLC (in room 1C18) for tutoring. This student should be assisted in the following area(s):

### Writing Concerns

- ☐ Thesis Statement/Topic Sentences.
- ☐ Paragraph Organization.
- ☐ Outlining/Mapping.
- ☐ Introducing/Explaining Quotes.
- ☐ Conducting Research/Finding Sources.
- ☐ Citation Format (MLA, APA, Chicago).
- ☐ Sentence Structure, Grammar & Mechanics.
- ☐ Other. Specify: \_\_\_\_\_

### Content Concerns

- ☐ Accounting/Economics Content.  
Specify: \_\_\_\_\_
- ☐ Biology Content. Specify: \_\_\_\_\_
- ☐ Chemistry Content. Specify: \_\_\_\_\_
- ☐ C.S Content. Specify: \_\_\_\_\_
- ☐ O.T Content. Specify: \_\_\_\_\_
- ☐ Spanish Content. Specify: \_\_\_\_\_
- ☐ Humanities Content. Specify: \_\_\_\_\_

**Additional Comments:**

**Faculty Signature:** \_\_\_\_\_

**Please note:** Verification of tutoring will be provided in the form of a copy of the Tutoring Report(s). Tutoring Reports are usually delivered to the Faculty member's department mailbox within a week.

Additional Faculty Referral Forms can be found in room 1C18. A non-carbon copy Form can also be downloaded from our website (<https://www.york.cuny.edu/academics/collaborative-learning-center>), under our **Faculty Information** section.