Tutoring Services Department: Learning Commons
http://www.canton.edu/tutoring/

Request for New Tutoring Services

Requests for new tutoring services, in addition to the College’s current ones, require that the individual/department submit a proposal detailing the new initiative.

Guidelines for Submitting a Proposal:

1. Requests for new tutoring should reflect goals and objectives that are aligned with the institutional goals of SUNY Canton. In general, these include: retention, decreased failure rates, and providing support in courses that have historically DFW rates.
2. Requests must be submitted to the Dean of the appropriate school by March 1st prior to the academic year (AY) in which they will be made available. This will allow adequate time for review and budget planning.

Proposal Information:

Applicant’s Name: _____________________________

The tutoring services being proposed:

a. Lab, groups, etc. ________________________________

b. The amount of assistance needed; estimated weekly hours, type of accessibility and number of tutors required to effectively meet the needs of the students.

__________________________________________________________

c. Does this tutoring need to be in person, virtual, or both? ____________________________

Proposed start date: __________________________

The cohort of students who will be eligible to access the proposed tutoring services:

a. Provide the estimated number of students who will meet these criteria per AY.

__________________________________________________________

Goals and objectives which will be met by offering these students tutoring:

__________________________________________________________

Proposed funding source (for help in building your budget, please contact Betsy Rohr-Adams, Director for the Grants Office)

a. Estimated cost ________________________________

b. What resources your department has to contribute including: financial resources, materials, space, furniture and potential staff for the project?

__________________________________________________________

How the effectiveness of the new service or lab will be evaluated:

__________________________________________________________
The Betty J. Evans Tutoring Center currently offers the following tutoring services:

- STEM (Science, Technology, Engineering, Math) Lab
- Writing Center
- Business & Accounting Lab
- Late Night Learning Lab*

*If there is a specific area or topic that you would like to see covered in the Late-Night Learning Lab, please submit a request directly to the Director of Tutoring Services by August 1st before the start of the AY.

Note: All tutoring services provided by the Betty J. Evans Tutoring Center are available in person in the Learning Commons or virtually via Microsoft Teams.

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