

Full Name _____		<b>Writing Center</b>
Student ID _____		
Date _____		
Time In _____	Time Out _____	
Class _____	Instructor _____	

Please describe what you would like to accomplish during this session: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you have a specific assignment?	Yes	No		
What is the assignment?	_____			
When is it due?	Today	Tomorrow	End of this week	Next Week
Other (please explain) _____				
If you are here for assistance with an essay, in what stage of the writing process are you currently working?				
Prewriting (brainstorming)	Drafting (putting ideas on paper)	Revising (improving what you have written)	Editing (polishing to submit)	

**Reminders:**

- We help you learn strategies for editing and proofreading
- Papers cannot be dropped off—you must stay and work on your paper.
- We do not discuss grades
- Each session is limited to 30 minutes

Tutor Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Tutor Signature \_\_\_\_\_