

METRO WRITING STUDIO REFERRAL FORM

Giovatto Library/Second Floor/201-692-2166

<http://ucoll.fdu.edu/metro>

Referral forms are not necessary for a student to work with a tutor. However, should an instructor wish to encourage or require a student to receive tutoring, he/she may complete this referral form for the student to bring to the Studio.

Tutoring is available on a drop-in basis Sunday-Friday; check the semester tutoring schedule at ucoll.fdu.edu/metro for tutor availability. Students must bring the following items to the tutoring session: a copy of the assignment, related texts and materials, and any rough drafts (particularly those with instructor comments).

Today's Date: _____

Name of Student: _____

Recommending Professor's Name: _____

Professor's Email: _____ **Professor's Mail Code:** _____

Does the professor wish a brief report of the session from the tutor: YES NO

Name/Number of Class: _____

Please circle all of the particular areas in which the student needs assistance:

Brainstorming

Idea Development

Addressing the Assignment

Sentence/Paragraph Structure

Determining a Thesis

Grammar/Punctuation

Drafting/prewriting

Using/Integrating Quotations

Introduction/Conclusion

Plagiarism: Using Sources Correctly

Idea Organization

MLA/APA Formatting

Other: _____
