**Peer Tutor Expectations**

1. If you are not available at the time scheduled in the match-up email, do not simply pull a “no show.” Make sure to coordinate with your tutee beforehand to schedule a new time that works for both of you (both tutor and tutee contact information will be provided in match-up email)
2. Wait for your tutee until at least 2:50 in the library at the initial session. lf the student does not show up, mention that in the hours binder & let us know (you will still get one hour for coming to the initial session). Try to contact your tutee to reschedule and keep the Patriot Tutor Center updated.
3. Please notify us if your tutee no longer needs your help so that we know you are available to tutor another student in the future.
4. Let us know if for any reason, you are unavailable to tutor your assigned student so that we may find another tutor who can help him or her.
5. Please make sure you sign in at the striped Patriot Tutor hours binder at the front desk of the library in addition to the library sign-in to keep track of your hours and/or get hours for National Honor Society if you are a member.

*You can contact the Patriot Tutor Center by emailing* *cbeastpatriottutors@gmail.com* *or talking to Anahita Iyer (Patriot Tutor Center Coordinator) or Mrs. McLaughlin (NHS Adviser)!*