

Tutoring Project Checklist

This form is to be completed and certified by the Site Supervisor and Campus Partner as part of the enrollment paperwork ONLY if the SIS Member is a tutor, as defined below.

A Tutor is someone whose primary goal is to increase academic achievement in reading or other core subjects through planned, consistent, one-to-one or small-group sessions and activities that build on the academic strengths of students in kindergarten through 12th grade, and target their academic needs.

A tutor does not include someone engaged in other academic support activities, such as mentoring and after-school program support, whose primary goal is something other than increasing academic achievement. For example, providing a safe place for children is not tutoring, even if some of the program activities focus on homework help. **Members enrolled through a teacher education program are not tutors.**

For more information, please view the "Key Policies" section of the SIS website.

Member Name: _____

Member is tutoring through a structured, school-managed, tutoring program

Name of Program: _____

Tutor Qualifications

Member has completed pre- and in-service specialized training consistent with the activities s/he will perform.

Tutoring Program Requirements

Member has a high school diploma or equivalent

OR

Member is a high school student who passed a proficiency test to become a tutor
(Documentation of type of test and results must be included in member file)

Program has identified the assessment strategies or tools it will use to assess student progress and measure student outcomes.

Tutoring Curriculum is high quality and research-based, consistent with both state academic standards and the instruction program of the local agency

Pre- and in-service training content are high-quality and research-based, consistent with the instructional program of the local education agency or with State academic content standards

Member is supervised by an individual with expertise in tutoring.

Site Supervisor Signature: _____

SIS Coordinator Signature: _____

