

WORK SCHEDULE

Tutor Name: _____

Desired # Hours Per Week: _____

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
8:00						
8:30						
9:00						
9:30						
10:00						
10:30						
11:00						
11:30						
12:00						
12:30						
1:00						
1:30						
2:00						
2:30						
3:00						
3:30						
4:00						
4:30						
5:00						
5:30						
6:00						
6:30						
7:00						
7:30						
8:00						
8:30						

Instructions for filling out the form.

The time at the left of the box indicates the time represented for that box. Please keep this in mind when marking out unavailable hours.

1. Fill in your name at the top.
2. Indicate the number of hours you would like to work (minimum 10, maximum 20).
3. Mark out unavailable hours.
4. Leave all available hours open. If you would like to indicate your preferred hours, please do so.
We will attempt to accommodate, when possible.
Generally, we do not schedule tutors between 2:00 and 5:00pm, Monday through Friday.
5. This schedule is not subject to change beginning the second week of classes.