CSE COMPUTER SCIENCE AND ENGINEERING
UNIVERSITY OF MICHIGAN

By submitting my information to the CSE Private Tutor List Google Form, I am agreeing to the following guidelines:

1. I will use my umich email account to communicate with students unless the student and tutor come to a different agreement.

2. I will consistently meet with students on the agreed upon days/times.

3. I will notify the student if I am unable to meet on the agreed day/time if I am unable to attend as soon as I am able to (preferably at least 24 hours in advance).

4. I will contact the student to reschedule the meeting within 48 hours if I do need to cancel.

5. I will provide accurate information regarding the courses I am offering to tutor but I will not help the student complete assignments/projects that are meant to be done individually.

6. Similarly, I will not share old EECS assignments/exams/projects that I completed with the students I tutor.

7. I will provide feedback to the CSE Undergraduate Advising Office (UAO) when solicited to help improve the tutoring experience for tutors and students.

8. I will notify the UAO (ugagmin@eecs.umich.edu) if I no longer wish to provide tutoring services during the FA24-WN25 school year so the tutoring list can be as up-to-date as possible.

X _*Jiarui Zhang*_

(electronic or handwritten signature accepted)

If these responsibilities are not fulfilled, I understand the UAO has the right to remove my name from the CSE Private Tutor list on their website.