



To (Your Name):

Course and Section:

Subject: Mandatory Mathematical Sciences Tutoring Center (MSTC) Tutoring

Based upon your performance on the most recent common examination, you are required to go with your test to the tutoring center MSTC in CKB, Lower Level, Room G11, to get acquainted and have a tutor sign off that you were there, and if you'd like to have them help you go over your exam or other questions, they will be happy to help you out!

In order to fulfill this requirement, you must report to MSTC and complete a follow-up session based upon the examination **within two weeks of receipt of this notice**. As stated in the syllabus, failure to complete your tutoring and return this signed form results in a two-point reduction in your final course average.

Name of Tutor:(Print)

Signature of Tutor:

Date:
