

Tutoring Center
118 Lyle Hall
871-2420
tutoringcenter@millersville.edu

TUTOR - Request to Cancel Tutoring of a Specific Tutee

Date: _____ Time: _____

Tutor Name: _____

Course or Subject: _____

Tutee's Name: _____

Date of first tutoring session _____ Number of No Shows _____

Specific Reasons for cancellation of tutee:

Please answer the following questions:

1. Was your tutee prepared for sessions? Yes or No (Please Circle)
2. Was your tutee prompt for sessions? Yes or No (Please Circle)
3. Did your tutee keep scheduled appointments? Yes or No (Please Circle)

If no, please explain. _____

4. Did you keep scheduled appointments? Yes or No (Please Circle)
5. Would you like to continue tutoring? Yes or No (Please Circle)

If no, what are the names of your other tutees or group session times? We will reassign them to another tutor. _____

6. Additional comments, concerns, recommendations.

Any further questions can be addressed by contacting The Tutoring Center at 871-2420 or in person at 118 Lyle Hall. Our hours are Monday through Thursday 9:30am – 5:00pm and Friday 9:30-3:00.