

The Writing Center Preparation Form

Student: _____ Date: _____

Class: _____ Professor: _____

Assignment and/or area of focus (must be **detailed**): _____

Student pre-session checklist: (You **MUST** check these before your conference!)

I have the most **updated draft** of my paper, and any comments or feedback from my professor (if available).

I have **necessary readings and notes** to help facilitate the discussion.

★NOTE: *Tutors can NOT help you with course content. Such questions should be asked to your professor.*

I have **re-read my paper** before bringing it to the center, and have the following points I want to discuss with my tutor:

1. _____
2. _____
3. _____

★NOTE: *Tutors will NOT correct your grammar.*

I have made my appointment at least **a few days before** the assignment due date. Assignment due date: _____

★NOTE: *The tutorial affects the whole writing process. You may require MAJOR revisions that will take time. Your conference is not an editing session for minor mistakes.*

Tutor signature/comments: _____

Student evaluation of tutorial (please be specific and detailed, and return to prof.):
