

CAPP EDUCATIONAL SUPPORT SERVICES TUTORING FORM

Please Print: Completely fill in all areas below. Then email it to wvera@tcc-nm.org and mhorrell@tcc-nm.org

Date:

Name of Student

Male: Female:

Age: School Attending:

School Grade

Student Email

Parent/Guardian Name:

Parent/Guardian Phone Number:

Parent /Guardian Email Address:

Contact: Wendy Vera, Michele Horrell

The Counseling Center
1900 Tenth Street
575-488-2500

wvera@tcc-nm.org or mhorrell@tcc-nm.org

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CAPP Educational Support Service Information

Educational supports and tutoring is meant to assist in filling in the gap for students that are struggle and at-risk of failing one or more academic subjects in school. Students must be 10-17 years of age and have access to a laptop, tablet, PC or cell phone. Students and parents must provide an active email address and have access to Wi-Fi or internet in order for student to participate in individual online tutoring sessions. JPO, Parents, School staff, and students themselves may refer.

The CAPP educational supports services are **not** meant to be long term but to temporarily assist students in bring up grades, making up missed school work and or school credit; by assisting students in need of remedial methods to improve or maintain academic status. A maximum of 8-12 tutoring sessions per individual student can be provided. Additional tutoring sessions may be provided if determined by staff and Tutor to be necessary.

Since this is a free service no- shows to scheduled tutoring sessions are frowned upon. If for some reason a student is unable to be present for a schedule session the Parent/Guardian of the student must call a minimum of two hours prior to scheduled session to notify the CAPP staff and tutor. If students miss two or more session without notifying the CAPP staff and Tutor they may be at risk being of removal from the tutoring schedule.

Schedule tutoring sessions are first come first served, until all the available blocks are filled.

When all tutoring blocks on the tutoring schedules are filled newly referred student will be placed on a waiting list for the next available opening and will be notified by CAPP staff when a tutoring block is available.

We will contact you upon receiving you emailed form.