

# STUDY PARTNERS

## Free Peer Tutoring Service

AUBURN UNIVERSITY  
Ralph Draughon Library (Ground Floor 0176)

[www.auburn.edu/studypartners](http://www.auburn.edu/studypartners)

partner@auburn.edu

334-844-5702

**Fall and Spring semesters only.**

**STUDY PARTNERS HOURS OF OPERATION:** 5-8pm SUNDAY  
2-8pm MONDAY—THURSDAY

### **Policies & Procedures**

#### *What to Bring to Your Tutoring Session*

- **Auburn University ID- Study Partners** will be unable to provide tutoring without a valid Auburn University ID card shown each session (**Study Partners** is a free service provided **ONLY** for currently enrolled Auburn University students)
- Textbook, past tests, in-class assignments, and past writing assignments
- Homework assignment with a list of concepts you are having difficulty understanding
- A good attitude

#### *Appointments*

- When making an Appointment you will need to know the Course Name and Number (UNIV 1050)
- Tutoring appointments are scheduled in 50 minute sessions, starting at the top of each hour
- Tutoring sessions are limited to one 50 minute session per subject per day
- If you are more than 10 minutes late for an Appointment, we may cancel the appointment and fill that time slot with a Walk-In
- Appointments can be made by: Contacting a Study Partners Desk Worker during the times the center is open to request an appointment via phone or in person at 844-5702 or 0176, RBD Library on AU Campus
- Currently appointments may not be made on line or via email, they must be made in person or via phone

#### *Walk-Ins*

- **Study Partners** welcomes Walk-Ins
- Walk-Ins are subject to Tutor Availability
- Please understand that Appointments take precedence over Walk-Ins
- Walk-Ins are seen on a first come first serve basis

#### *Cancellations*

- All cancellations **MUST** be made at least 24 hours in advance.
- Any cancellation made within one hour of a scheduled appointment time **WILL COUNT AS A NO-SHOW.**
- Cancellations may be made via email, phone or in person
- Students who cancel excessively (five or more times) during a semester may have their Appointment privileges revoked for that semester.

#### *No Shows*

- If a student No Shows three times in one semester, their appointment privileges **will be revoked for that semester.**
- The student will be warned via email the second time an appointment is missed without notifying **Study Partners**

### *Additional Assistance*

- Students are encouraged to find a **Study Partner** that best fits their personality and/or learning style (if desired/needed please ask a **Study Partners** Supervisor assist you in finding a better fit)
- Every attempt will be made to meet student needs. If **Study Partners** cannot meet those needs, we will assist in linking students with other resources.

## What to Expect from Tutoring

### *When to Seek a Tutor*

- If you want to maintain good grades
- If you are falling behind in class
- If you are performing poorly on tests
- If you want help with study skills or preparing for tests
- If you are having difficulty with homework assignments or understanding lectures

### *What You Can Expect From Your Tutor*

- Confidentiality
- Respect
- Patience
- Concentrated effort to aid in your understanding of difficult material
- Help with study skills
- Knowledge about the subject area being tutored
- Ability to help identify learning obstacles and ways to overcome them
- Good communication skills
- Ability to model good student behaviors

### *What Tutors Will NOT Do*

- **YOUR HOMEWORK**  
You will need to have attempted your homework assignment before coming to tutoring. Make a note of the concepts with which you are struggling. Then you and your Tutor can review these concepts and work through similar problems.
- **RESCUE YOU**  
Nothing takes the place of consistent hard work throughout the semester. If you fail to do this, showing up for tutoring a week before final exams will not help. Tutors cannot help you recover from a semester of slacking off. You should come to tutoring early in the semester and often thereafter.
- **TAKE RESPONSIBILITY FOR YOUR LEARNING**  
Tutors can help you learn, but they are not responsible for your learning. You will have to attend class regularly, participate in class, do your homework assignments, read your textbook, and develop a relationship with your instructor.
- **HAVE ALL THE ANSWERS TO EVERY QUESTION**  
Tutors are well trained and knowledgeable about the subject they tutor, but they cannot be expected to know everything. However, you **CAN** expect them to model the steps a successful student would use to find solutions.

Study Partners are students with a minimum overall 3.0 GPA and have made an “A” or “B” in the particular subject in which they tutor. They also have received two recommendations from instructors on staff at Auburn University. Please keep in mind that your instructor may cover material that your Tutor did not have in his or her class.

Students are randomly surveyed throughout the semester to get feedback on the **Study Partners** program. If you have any comments or need help directly, please contact the **Study Partners** Program Coordinator, Tamara Miller Bowden at [bowdetm@auburn.edu](mailto:bowdetm@auburn.edu) or 334-844-5972.

**Study Partners: Tutoring Auburn University Students for Over 30 Years!**

Academic Support, A Division of the Office of Undergraduate Studies