

Peer Tutor Referrals

What are the Benefits of Rasmussen's Tutor Training Program?

- Tutor training program certified through the College Reading and Learning Association
- CRLA Level 1 Certification to tutors who meet all requirements
- New tutors complete a 4-week Tutor Excellence Training course
- Ongoing training and development in areas such as:
 - Problem-solving
 - Working with challenging students
 - Developing a growth-mindset
 - Much more!
- Emulates full-time, professional work experience through:
 - Regular observations and feedback
 - Written performance reviews
 - Professional development/self-study expectations
- Ultimately, tutors learn and develop the following skills:
 - Written and verbal communication
 - Workplace professionalism
 - Handling challenging situations
 - Critical thinking and problem-solving
 - Programmatic skill mastery
 - Diversity awareness
 - Accurate and timely documentation of tutoring sessions
 - Self-assessment/reflective professional practice
 - Accountability and personal responsibility
 - Leadership development and networking
 - Technological proficiency in a variety of web-based systems

Tips for Identifying a Potential Tutor

Does the student...

- Complete weekly assignments thoroughly and on time?
- Submit work which stands out compared to his or her classmates?
- Exhibit a positive attitude in student discussions or in communication with you?
- Demonstrate passion for the subject material?
- Post early and often to the Discussion Board?
 - In their discussion posts...
 - Are they engaging with students in a meaningful way (i.e. if a student seems confused or overwhelmed, are they recommending resources, offering solutions, and/or asking follow-up questions)?
 - Are they taking initiative in offering to start a study group or collaborate with their peers?

Other questions to consider...

- If the student reaches out to you for assistance, are they professional in their communication and have they exhibited effort into finding solutions?
- If needed, who would you direct a student to for additional help in your classes? Who stands out as someone that would be eager and willing to provide support?

Messaging the Opportunity

Consider posting a general announcement in your course twice a quarter to generate interest.

General Course Announcement Sample:

Are you interested in a part-time job as a Rasmussen Tutor?

Applications are currently being accepted for students in all programs!

- The Rasmussen University Tutoring Program is certified through the College Reading and Learning Association, providing tutors with training and eventual Level 1, CRLA Certification.
- The pay rate is 16 dollars per hour and depending upon eligibility, tutors may work up to 29 hours per week.
- The positions are open to both campus-based students and online students with a minimum GPA of 3.0 or higher.

Click on this link to fill out an application: <http://guides.rasmussen.edu/WorkStudy>

Once your application is received and if you are eligible for the program, the Learning Services supervisor associated with your program will be in touch to schedule an interview.

Personal Outreach

Reaching out personally to a potential tutor adds value and meaning to the opportunity. Focusing on the benefits of the role and sharing a reason or two as to why you think the student would make a good tutor, can bolster interest while simultaneously providing support and encouragement.

Sample Personal Outreach Email

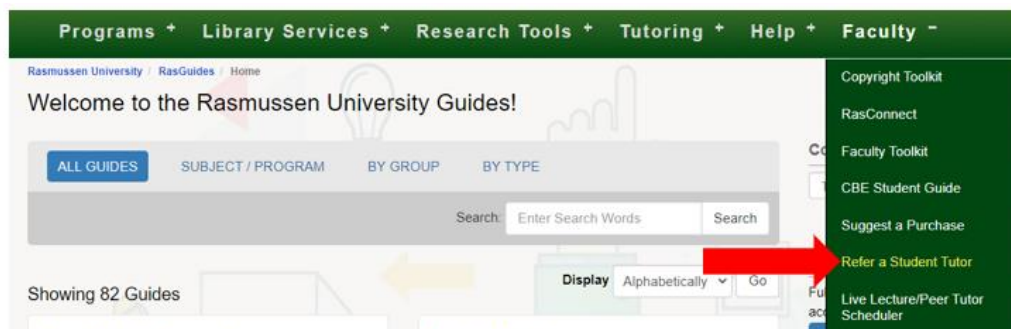
Hi Student,

“I appreciate your contributions in the course and based on your performance and engagement, I think you would make a great tutor! The tutor program at Rasmussen University is certified through the College Reading and Learning Association and tutors who successfully complete the requirements are eligible to earn Level 1 Tutor Certification. The program assists in building leadership skills and helps you stay current on course material. If you are interested, you can find more information as well as how to apply via the following link <http://guides.rasmussen.edu/WorkStudy>.”

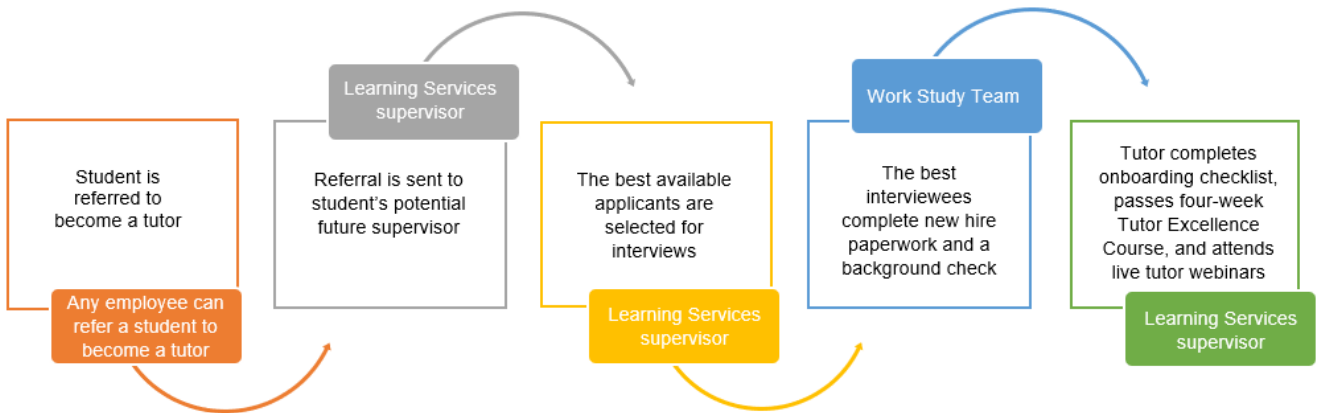
Refer a Student Tutor form

Send us your best and brightest! Please use this form to refer your high-performing student(s) to become a Work Study Peer Tutor. Learning Services will review the information and follow up with candidates, as appropriate:

<https://rasmussen.libwizard.com/f/refer>



What Happens to your Referral?



Thank you for your referral!