



# SANKOFA EDUCATION SERVICES

## Tutor Application

Name: \_\_\_\_\_ Title: Please circle one: Mr./ Mrs./ Ms.

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: GA. Zip: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Do you use text messaging?  Yes  No

Email: \_\_\_\_\_ Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Have you ever worked as a teacher? Yes/No. # Yrs Teaching \_\_\_\_\_ Where? \_\_\_\_\_

Have you ever tutored? In-home: Yes/No. One-On-One: Yes/No # Yrs Tutoring \_\_\_\_\_

Are you currently tutoring private clients? Yes/No

Are you currently working for another tutoring service? Yes/No

**Education:** High School or GED required. Tutors may be working towards a degree. Some college preferred.

School/College:	Major	Degree	Year
_____	_____	_____	_____
_____	_____	_____	_____

### Professional References (2):

Name	Phone	Email	#Yrs Known
_____	_____	_____	_____
_____	_____	_____	_____

**Travel:** Please check your form of transportation: Reliable vehicle  MARTA

Are you willing to travel to: Homes: yes/no. Libraries: yes/no. List Cities/Metro areas below:

\_\_\_\_\_  
\_\_\_\_\_

**Schedule Availability:** Please indicate the days and hours you will be available to tutor:

	8:00 AM	10:00 AM	1:00 PM	3:00 PM	5:00 PM	7:00 PM
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						

**Knowledge:** Please check all subjects (by grade level) that you feel 100% confident to tutor:

	<u>Language Arts and Writing</u>	<u>Reading</u>	<u>Math</u>	<u>Science</u>	<u>Test Prep</u>
<u>Pre K - K</u>					
<u>1-3</u>					
<u>4-6</u>					
<u>7-8</u>					
<u>9-12</u>					<u>ACT/SAT</u>
<u>College</u>					<u>COMPASS</u>
<u>Adult</u>					<u>GED</u>
<u>Graduate</u>					<u>GRE/GMAT</u>

**Please check any of the following subjects you are qualified to tutor:**

Foreign Language: Spanish \_\_\_\_\_ French \_\_\_\_\_ German \_\_\_\_\_ Other \_\_\_\_\_

Students with Learning Disabilities: \_\_\_Hearing Impaired \_\_\_Mild ADD/ADHD \_\_\_Mild Autism

Other Specialty Area(s) of expertise you feel will apply to this position: \_\_\_\_\_

Background Check: Have you ever been convicted of a felony? \_\_ Yes \_\_ No

Tutor candidates must obtain a criminal background or provide one completed within the last six (6) months. The original document, with satisfactory clearance, must be brought to the interview before a tutor will be considered for assignment.

Current Photo: Tutor candidates must provide two (2) recent, clear photos as part of the application process: one (1) full body shot and one (1) headshot. You may be standing or sitting but the photo must provide a clear image of your facial features. You must submit the photos in *jpeg* format with your completed application to [SankofaEducation@gmail.com](mailto:SankofaEducation@gmail.com) to be considered for an interview. The original photos may be brought to the interview.

Acknowledgement: Tutor candidate, by signing below, you acknowledge that the information you have provided regarding your previous/current employment, education and tutoring history is true and correct. In addition, you understand that you must read, understand, agree, and sign the SES "Tutor Contract" which will be available during the interview, before being considered for assignment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print name: \_\_\_\_\_