



## TUTOR RECOMMENDATION FORM

Learning Resource Center

### University Writing Center

**Date:** \_\_\_\_\_

**From:** **Leonard Vandegrift** (15-2919A), University Writing Center Tutoring Program

Coordinator

Learning Resource Center, University Library

**RE:** Name of Tutor Applicant \_\_\_\_\_

The above named student has submitted an application to work as a tutor in the UWC Tutoring Program within the Learning Resource Center and has given your name as a reference. Writing Center tutors meet with Cal Poly Pomona students in 30-minute one-on-one conferences to help them improve their writing skills. Please take a few moments to evaluate the qualifications of this student for this job.

If you have any questions, please contact:

**Len Vandegrift** at 909-869-5310 or [lkvandegrift@cpp.edu](mailto:lkvandegrift@cpp.edu).

Thank you for your time and for your support of our program.

What course or courses did this student take with you?

How would you rate the writing ability of this student?

☐ exceptional      ☐ good      ☐ average      ☐ poor      ☐ don't know

How would you rate the ability of this student to interact with others?

☐ exceptional      ☐ good      ☐ average      ☐ poor      ☐ don't know

How would you rate this student's knowledge of the technical aspects of writing: grammar, punctuation, sentence structure, organizational patterns, etc.?

☐ exceptional      ☐ good      ☐ average      ☐ poor      ☐ don't know

How strongly do you recommend this student for a tutoring position?

☐ very highly      ☐ highly      ☐ somewhat      ☐ don't recommend      ☐ don't know

Comments (Use other side if necessary):

**FACULTY INFORMATION:**

**Name** (Please Print) \_\_\_\_\_ **Department** \_\_\_\_\_

Signature \_\_\_\_\_

IF RECOMMENDATION IS FROM A SCHOOL OTHER THAN CAL POLY POMONA, PLEASE PROVIDE THOROUGH CONTACT INFORMATION ON BACK.

Return via campus mail to the Learning Resource Center addressed as **Attn: UWC (Len Vandegrift)**,  
or you may fax to 909-869-5154.