



## Writing Center Student Referral by Instructor

Note to Instructor: The **Reading and Writing Center** is located in the Learning Center and assists students at all levels in acquiring the foundational skills they need to improve their

- i.) reading strategies,
- ii.) grammatical and rhetorical accuracy in academic writing, and
- iii.) confidence as learners.

The center's purpose is to support classroom instruction by offering students free, one-on-one faculty workshops, trained peer tutoring, and directed learning activities as a way to reinforce skills expected of students in college courses.

In its initial phase, the center offers course-specific help to students taking English V04, V03, V02, V08/ESL 34, V07/ESL 33, English 6, and English 5. When you refer your student to the center, he/she will be working with a faculty member, peer tutor, and/or counselor in a setting that is friendly and supportive of students who are acquiring developmental skills. Your student's work will be kept on file so you can keep track of his/her effort throughout the semester.

**Date of referral** \_\_\_\_\_ **Instructor** \_\_\_\_\_  
**Student** \_\_\_\_\_ **Course** \_\_\_\_\_

### My student needs to work on:

Study Skills	Prewriting	Essay Draft	Sentence Skills
<input type="checkbox"/> Focusing <input type="checkbox"/> Note-taking <input type="checkbox"/> Reviewing notes from dates: _____, _____, _____ <input type="checkbox"/> Listening <input type="checkbox"/> Following instructions <input type="checkbox"/> Avoiding procrastination <input type="checkbox"/> Setting goals <input type="checkbox"/> Class participation <input type="checkbox"/> In-class essay anxiety <input type="checkbox"/> Understanding "key words" (analyze, explain, interpret, compare, contrast, define, prove, discuss, evaluate, review, summarize, etc.)	<input type="checkbox"/> Assignment analysis <input type="checkbox"/> Narrowing a topic <input type="checkbox"/> Constructing a tentative thesis <input type="checkbox"/> brainstorming, clustering, listing, asking questions, freewriting, etc. <input type="checkbox"/> Writer's block <input type="checkbox"/> Outlining <input type="checkbox"/> Understanding audience <input type="checkbox"/> Working with a librarian <input type="checkbox"/> Research	<input type="checkbox"/> Thesis development <input type="checkbox"/> Introduction <input type="checkbox"/> Essay structure <input type="checkbox"/> Paragraph development and use of supporting details <input type="checkbox"/> Analysis <input type="checkbox"/> Interpretation <input type="checkbox"/> Conclusion <input type="checkbox"/> Logic and coherence <input type="checkbox"/> Unity <input type="checkbox"/> Citing and quoting sources using MLA APA Chicago	<input type="radio"/> Grammar <input type="radio"/> Word choice and clarity <input type="radio"/> Sentence structure and syntax <input type="radio"/> Punctuation and mechanics <input type="radio"/> Editing <input type="radio"/> ESL

COMMENTS:

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