

## Peer Tutoring Session Form Introduction Meeting

Date:

Tutor:	Tutee:
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**Agenda:**

1. Introduce yourself.
2. Ask the tutee to introduce themselves and to share why they requested a tutor.
3. Begin a conversation in which you discuss some of the topics below, recording answers when relevant.
4. Begin identifying key concepts the tutee needs in order to support their learning. Consider how best to explain those concepts.
5. Determine what the tutee has retained through an assessment.
6. IF APPLICABLE: Discuss the goals for the next session and/or determine if another session is desired.

### Introductory Information about the Tutee

Questions/Topics of Conversation	Tutee Responses
Why does the tutee say they need a tutor? What inspired them to request one?	
What is their relationship with the subject for which they requested a tutor?	
What is their major and subject they feel strongest in?	
What is their preferred learning style? (i.e. visual, verbal, or kinesthetic)	
When and how do they usually study and/or complete assignments for the subject?	

### Instruction/Content Notes

Content covered	Strategies used	Assessment
<b>Next session</b> (date, time, and goals)		