

NAME OF TUTOR _____

Spelman College Comprehensive Writing Program
Writing Tutorial Services

STUDENT DATA SHEET

Name _____ Date _____ Time _____

Classification _____ Major _____

Local Address/Mail Box _____

Telephone Number _____

Referred By _____

Have you visited the Writing Center this academic school year?
_____ YES _____ NO

I need assistance with writing assignments in:

Course _____

Professor _____ Department _____

Type of Project (circle one):

Course Essay	Research Paper	Senior Thesis	Resume
Personal Statement	College Application	Study Abroad App.	
Internship/Job Application	Portfolio	Portfolio Revision	Other

Specifically I would like to: _____

Would you like a memo indicating that you visited the Writing Center to be sent to your teacher? _____ YES _____ NO

Days Before Paper is Due _____

FOR TUTORS ONLY

Comments _____

Duration of Tutorial _____