**Math/Stats Lab Guidelines**

Tutor Guidelines:

1. Tutors must sign up at the weekly schedule every time.
2. Tutors must have students sign in when they have questions.
3. Tutors should NOT help students with their assignments, instead tutors should discuss general concepts and/or work on practice problems to prepare the students for their work.
4. Tutors are to be professional, courteous, patient and respectful of the students in Math/Stats Lab.

Student Guidelines:

1. Students should work through all problems or assignments to the best of their ability before meeting with a tutor.
2. Students should mark the sections they do not understand and prepare specific questions for the tutor.
3. Students must be willing to work independently after a tutor has gone over a concept with you.
4. Students are NOT permitted to discuss take­-home exams or quizzes with the tutors (unless specifically stated by a professor), such actions are in violation of the university's Academic Integrity Policy.
5. Students should be mindful of the noise level in the lab.
6. Students are to be courteous, patient and respectful of the tutors and the other students in lab.
7. Students with questions from Math 1000 & 2000 level courses have priority.

Please keep this in mind:

Tutors are here to help, NOT do the work for you.