Rights & Responsibilities of the Tutoring Relationship

Tutor Rights
A peer tutor has the right to:

- A comprehensive training program
- The punctuality of the student learner
- 24 hour notice if a student learner must cancel or reschedule an appointment
- Request additional training materials
- A job performance review in order to evaluate progress
- Equal treatment by employer
- Decline a student learner assistance if previous contact has been harmful in a personal or professional manner
- Advance knowledge of mandatory meetings or scheduling conflicts
- An "open-door" policy: A tutor has the right to meet with a supervisor about concerns or questions, at any time.

Student Learner Rights
A student learner has the right to:

- A punctual, prepared peer tutor
- 24 hour notice if a peer tutor must cancel or reschedule an appointment
- Confidentiality from all individuals employed by the Learning Assistance Center
- Expect timely contact from the Learning Assistance Center office and peer tutors
- Pursue all avenues necessary for academic success
- Change peer tutors if necessary
- A comfortable tutoring environment
- An explanation of their learning style test
- Approach a supervisor if there are any concerns or questions

Adapted from Xavier University, www.xavier.edu/lac