

# EXCEL

In Science, Technology, Engineering & Mathematics

Application Deadline: **April 10, 2025**  
(Applications will be accepted until positions are filled)

## Become an EXCEL Center Tutor

The EXCEL undergraduate tutor will be responsible for providing academic assistance to the EXCEL/COMPASS program students. Typically, that entails:

- Strong understanding of the subject matter they are tutoring.
- Staffing the EXCEL Center (5-10 hours/week):
  - Able to explain concepts clearly and effectively.
  - Provide individual or group tutoring sessions to help students with key concepts, definitions, and principles.
  - Provide student guidance and support with homework assignments, test prep, study habits. Be able to connect students to resources when necessary.
- \$14 per hour

Required Credentials, Skills and Expectations:

- Good academic standing as an undergraduate student (preferred 3.0 GPA or higher).
- Successful experience the course(s) in which they wish to tutor (Grade of A/B).
- Experience teaching either in an official role at UCF or at another institution will also be helpful.
- Applicants must be in good standing at the University of Central Florida.
- Must provide a faculty member name as a reference.

**Interested?** Please complete the attached form and return all required documentation to the EXCEL program. E-mail submissions are accepted at [EXCEL@ucf.edu](mailto:EXCEL@ucf.edu). Please list "EXCEL Tutor" as the subject.

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## Tutoring Application

(Print or type information on application)

1. Name: \_\_\_\_\_ UCF ID (no letters): \_\_\_\_\_
2. UCF Email address: \_\_\_\_\_ @ucf.edu Cell #: \_\_\_\_\_
3. Current major: \_\_\_\_\_ GPA: \_\_\_\_\_
4. Second, Third or Fourth Year Student (as of Spring 2025)? \_\_\_\_\_
5. Expected number of registered hours for Fall 2025 term: \_\_\_\_\_  
(Attach a copy of your schedule)
6. Indicate which subject(s) you would feel comfortable tutoring (check all that apply):  
a. Mathematics                      Physics                      Chemistry
7. Have you been a tutor, TA, or LA before?                      Yes                      No
8. If yes, please explain what tutoring, TA, or LA experience you have?  
\_\_\_\_\_
9. (a) Have you ever/or are you currently receiving work-study from Financial Aid? \_\_\_\_\_  
(b) If yes, how much is your award for the current term? \_\_\_\_\_
10. Have you applied for or received a CWEP position?                      Yes                      No
11. Please attach a copy of your resume (include your educational honors, organizational membership's held, and other relevant information).
12. Name and email of a faculty reference: \_\_\_\_\_  
\_\_\_\_\_

Please note: GPA, Academic Standing, Time and ability to be successful are factors of employment.

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## Tutoring Application

(Print or type information on application)

1. Why are you interested in being a tutor?
2. What three characteristics do you possess that would qualify you for this position?
3. Think about a time when you helped someone academically. What did you do that proved to be most helpful? What did you do that did NOT prove to be particularly helpful? Describe some of the study techniques that you have or will use when you tutor.