



Academy Tutoring Program coordinated by Volunteer Memphis

Volunteer Tutor Application

Dr./Mr./Mrs./Ms./Miss _____ Date of Birth _____

Current Home Address _____

City _____ State _____ Zip _____

Evening Phone _____ Daytime Phone _____ FAX _____
Pager or other (specify) _____

Best time to contact: _____ E-Mail _____

Name of current employer: _____

Position: _____

List any previous volunteer experience: _____

List any tutoring, mentoring, or education experience:

Please indicate highest level of education completed:

- Completed High School Some College
 2-Year College 4-Year College Graduate Degree Major _____ Degree _____
Other specialized studies _____

How did you learn about this project (Volunteer Memphis website, media, friend, newsletter)?

What interests you most about participating in this project?

I give permission for my photo to be used in publications or brochures about this project:
_____ (signature)

- Tutoring Preferences:** **Elementary Reading** **Elementary Math**
 Middle School Reading **Middle School Math**

Time Commitment

- 1 hour per week per student (MS) 1 hour per week, 1/2 hour per student (elementary)
 2 hours per week on the same day 2 hours per week, 1 hour each on 2 days (elem./middle)

Tutoring sessions for elementary school students will be approximately 30 minutes in length, twice a week. If you sign up for one day, your students will have another tutor on the other day. If you sign up for both days, you will have your same two students each day. Middle school students will be tutored approximately 45 minutes in length once each week. Volunteers are expected to serve at least one hour per week.

School Assignments

Please select your first and second choice of school assignment and time slot(s) by placing a 1 or 2 in the box. We will try to accommodate your choices as best we can, but our priority must be placing tutors in the slots needed to best serve the children. We will work with you to find an alternative assignment if your first choice is not possible.

Your name _____ Daytime Phone _____

Total hours you wish to volunteer _____

Memphis Academy of Health Sciences – Middle School - 3925 Chelsea Avenue Ext.

- Monday Select hour(s) between 7:45am and 4pm _____
- Tuesday Select hour(s) between 7:45am and 4pm _____
- Thursday Select hour(s) between 7:45am and 4pm _____

Write the hour(s) you will volunteer on the line(s) above.

KIPP:Diamond Academy – Middle School - 2110 Howell Avenue

- Monday 3:45 -5pm _____
- Tuesday 3:45 -5pm _____
- Wednesday 3:45 - 5pm _____
- Thursday 3:45 – 5pm _____
- 2 Saturdays a month 9 - 11am _____

Write the hour(s) you will volunteer on the line(s) above.

Southern Avenue Charter School – Elementary School - 3311 Kimball Avenue

- Monday 9:30-11am _____
- Wednesday 9:30-11am _____
- Thursday 9:30-11am _____

School is flexible and can accommodate other tutoring days and hours.

Write the hour(s) you will volunteer on the line(s) above.

Star Academy – Elementary School - 3260 James Road

- Monday 11:30am-4pm _____
- Tuesday 11:30am-4pm _____
- Wednesday 11:30am-4pm _____
- Thursday 11:30am-4pm _____

Write the hour(s) you will volunteer on the line(s) above.

COSLA (Circles of Success Learning Academy – Elementary School – 867 S Parkway E

Days and Times to be determined

We will confirm your training time and tutoring school assignment as soon as possible. If you have any questions about this process or you want to volunteer but the choices of times are not convenient for you, or if you need help in making your selection, please call Marilyn at 523-2425, ext. 203.

Keep all maps and schedules you receive for reference in the event we need to make changes after you submit your forms.

Training Schedule

Please circle dates/times for sessions you would be able to attend. We will select sessions convenient to most applicants and assign you to one of the training session time periods you have circled. Additional training sessions will be scheduled for later in September and October.

Thurs, August 17 (Elementary only) 1:00 – 4:00 PM	Sat, August 26 (Elem./Middle/HS) 9:00 – 12:00 (noon)	Tues, September 7 (Elementary only) 5:30-8:30 PM	Sat, September 16 (Elem./Middle/HS) 9:00 – 12:00 (noon)
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Training

We will notify you of the location when you choose your training date.

Please call Marilyn Rabinowitz at 523-2425, ext. 203, to sign up for training.



*The safety of the children we serve is a primary concern.
All tutor candidates will be subject to a criminal background check.*

Required Information for Criminal Background Check:

Legal Name _____
Current Address (if different from mailing address on page one) _____ For how long? _____
Previous Address _____ For how long? _____
Social Security # _____ Driver's License _____
Date of Birth _____ Race _____ Gender _____

I understand that any omissions or misstatements made by me on this application form may be cause for my application to be declined or volunteer placement to be terminated. I understand that all information will be verified and I hereby consent to such verification and the national criminal background check. I declare that all the statements I have made are true, correct, and complete to the best of my knowledge. I understand that Volunteer Memphis may accept or decline this application without providing me a reason for the decision.

Signature _____ Date _____

Please return completed application to: **Volunteer Memphis**
22 North Front Street, Suite 780
Memphis TN 38103 or fax to **901-523-7107**

Office Use Only:

Date Received _____	Entered in Database _____
Training Scheduled _____	Training Complete _____
Background Check Complete _____	Volunteer Assigned _____
Volunteer Not Accepted _____	Volunteer Application Withdrawn _____

NOTES: