

Writing / Speaking Center Form

1. For assistants' hours refer to the Writing/Speaking Center link @ www.csc.edu/learningcenter
2. Call for an appointment
3. Fill out top portion of this form and bring to appointment
4. Attach completed form to assignment and return to instructor



Reta King Library
(308) 432-6382 or (308) 432-6381

To be completed by Faculty / Student:

Student's Name: _____

Faculty Name: _____

Course: _____

Reason for Conference: _____

To be completed by Writing / Speaking Assistant and Student:

Writing / Speaking Assistant's Name: _____

Date of conference: _____

Time In: _____

Time Out: _____

Writing / Speaking Assistant and Student discussion / suggestions / actions taken in the tutorial:

Writing / Speaking Assistant's Signature: _____

Student's Signature _____

Paper / Project to be resubmitted for full credit by: _____