Economics Learning Center
Tutor Application

The Economics Learning Center program in the Department of Economics serves the dual purpose of providing free, drop-in tutoring for students in introductory economics classes (ECON 2001, 2002, 4001, and 4002) and giving selected, upper division students an opportunity to deepen their understanding of economic fundamentals through a coordinated program of in-class preparation and tutoring.

Students who have participated in tutor programs of this sort have found it to be a rewarding experience. The challenge of explaining economics concepts to less advanced students will deepen your own understanding of fundamental economics concepts. In addition, students participating in the Economics Learning Center program have an on-campus 'base-of-operations' in the Economics Department. This provides opportunities for interaction with faculty and other economics students.

Applications are competitive, with the usual standards of a B grade, or higher, in economics 4001 and 4002. Students not meeting these standards will be considered on the basis of individual merit as space allows. It is not necessary to be an economics major to serve as a tutor. Students from many backgrounds who have completed ECON 4001 and 4002 can be tutors since students with divergent backgrounds may serve as particularly effective tutors. Tutors will be paid a beginning rate that is defined as the hourly minimum for student employees found here:
https://hr.osu.edu/services/compensation/student-employees/

Tutors are expected to devote between 5 - 15 scheduled hours per week to the program and as much additional time for preparation as each individual finds necessary. Each tutor spends their time staffing the Economics Learning Center in Room 311 of Arps Hall.

Return the electronic application form (the next two pages) to Melinda Shilling (shilling.42@osu.edu) with subject matter "Tutor's Application" or return the completed application to the front desk of 410 Arps Hall.

Department of Economics
Economics Learning Center Tutor Application

Required Fields are outlined in Red

Term for which you are applying to begin: _____ of _____
(autumn or spring) (year)

Name: _____, _____
(last name) (first name)

Local Address: _____, _____
(street address, PO box, etc.) (apartment, building, etc.)

_____, _____ _____
(city) (state) (zip code)

Local Phone: _____
(list as xxx-xxx-xxxx)

E-mail Address: _____
(name.#@buckeyemail.osu.edu)

Home Address: _____, _____
(street address, PO box, etc. OR "same as local") (apartment, building, etc.)

_____, _____ _____
(city) (state) (zip code)

Home Phone: _____
(list as xxx-xxx-xxxx)

Country of Citizenship: _____
(USA or other – please specify)

College Rank: _____ **Expected Graduation:** _____
(freshman, sophomore, junior, or senior) (month / year)

Intended Major(s) & Minor(s): _____
(Economics or other – please specify)

List all Economics courses taken at OSU or other universities (including current semester):

Example:

Course	Term / Year	School	Instructor Name (if OSU)	Grade
2001.03	*Autumn 2016*	*Harvard University*	*n/a*	*A*
4002.03	*Spring 2018*	*OSU*	*Lixin Ye*	*B*

Course:	Term / Year:	School:	Instructor Name (if OSU):	Grade:

References: Please list at least one reference and preferably two; OSU faculty or staff are preferred.
A recommendation letter is not necessary, but reference(s) should be prepared to speak with us about you.

1. **Name:** _____ **Position:** _____
(first / last) (faculty, lecturer, etc.)

Office Address: _____
(room # and building)

Office Phone: _____
(list as xxx-xxx-xxxx)

How do you know this reference?

2. **Name:** _____ **Position:** _____
(first / last) (faculty, lecturer, etc.)

Office Address: _____
(room # and building)

Office Phone: _____
(list as xxx-xxx-xxxx)

How do you know this reference?

Please describe any previous experience related to teaching or tutoring:

Is there anything else that would help us evaluate your application? If so, what?

Have you been awarded Federal Work Study? _____ **If yes, starting when?** _____
(yes or no) (month / year)

Have you ever received an Ohio Instructional Grant? _____ **If yes, when?** _____
(yes or no) (month / year)

Any other form of need-based financial aid? _____ **If yes, explain briefly below:**
(yes or no)

By submitting this application, I grant permission to the Department of Economics to access my OSU student records.

Signature: _____ Date: _____
(signature) (MM/DD/YY)

Submit completed application as an attachment to shilling.42@osu.edu or print and submit to the front desk of 410 Arps Hall.