



Undergraduate Tutor Application Coversheet for Positions Starting Fall 2018

Emory Writing Center

Name:		Email:	
Local phone:		Permanent phone:	
Permanent address:		City/State/Zip:	
1 st Major:	2 nd Major:	Minor:	
Current Class (Fr./Soph./Jr./Sr.):		Anticipated Graduation Date:	
Student ID Number:	Do you speak any languages other than English? If so, which language(s)?		

Please list two references. **At least one should be a faculty member at Emory:**

Name	Title	Phone	Email

How did you hear about this position? _____

To apply, please submit:

1. This coversheet
2. Letter of Application (1-2 pages)
Your letter should address: a) one or more of your specific experiences—formal or informal—relevant to writing center work (such as tutoring, being tutored, teaching, writing, revising, community outreach, or working across language differences); and b) why you would like to work at the Writing Center. Please see our mission statement and learn more about our work at writingcenter.emory.edu.
3. Transcript (an unofficial copy is OK)
4. Resume
5. An academic writing sample no more than 8 pages long (this can be an excerpt from a longer work) composed for an Emory course, along with a 1-2 paragraph statement describing your composing and revision process, how you might revise further if given the chance, and why you chose the sample for this application.

DUE: Monday, February 26th.

Application materials should be **emailed in PDF format** to writingcenter@emory.edu.

We plan to interview *selected* candidates in late March and make final decisions by April 13th.

Before applying, please review benefits/responsibilities of EWC tutors information at writingcenter.emory.edu.