



NMSU Doña Ana Community College
MSC 3DA, P. O. Box 30001; 3400 S. Espina Street; Las Cruces, NM 88003; (575) 527-7641
www.readwritenow.org

TUTOR VOLUNTEER INTAKE FORM

Information kept **CONFIDENTIAL** and used only for reporting purposes.

It is your responsibility to assure we always have your accurate and current contact information.

Please be RESPONSIVE to phone calls / texts /emails.

Do Not Leave Any Line Blank – Enter N/A As Applicable

Name: _____ **Date (mm/dd/yyyy) of Intake:** _____
(First, Middle Initial, Last)

Mailing Address: _____
(Street) (City) (State) (Zip Code)

Phone: Home (____) _____ **Cell** (____) _____

Email Address: _____

Language(s) Spoken: _____

Demographic information (please select your responses):

GENDER	ETHNICITY	AGE	EDUCATION	EMPLOYMENT	SOURCE OF INFO
Male____ Female____	-Hispanic____	18 – 24____	HS Diploma____	-Full time____ -Part time____ -Retired____ -Disabled____ -Not in workforce____	-Friend/Family Library____ Agency____ Class/Instructor____ Poster____ Radio____ Newspaper:____ Website:____ Other:_____
	-Asian____		HS Equivalent____		DEGREE: Associate____ Bachelor____ Masters____ Doctorate____
-Black____	25 – 44____	Some College____			
-Pacific Islander____	45 – 59____				
-Anglo____	60+____				
	-Native American____				

Select Your Tutor Preferences:

1. Tutor: GED___ ESL___ MATH___ CITIZENSIP___

2. Learner Level: Lo___ Med___ Hi___ **3. Method of Instruction:** One-to-One___ Small Group___

4. Learning Center: Quintana___ Chaparral___ Gadsden___ Sunland Park___
WFC on Nevada St. – (aka: Mesquite) ___

Other Preference(s): _____

To assist with making Learner/Tutor matches, please provide a brief description of your skills, experience, background, and/or interests:

Your Availability

This is important, as this helps find a Learner who is also available when you are.

Mornings: ___M ___T ___W ___Th ___F ___Sa ___Su **Time:** From_____To _____

Afternoons: ___M ___T ___W ___Th ___F ___Sa ___Su **Time:** From_____To _____

Evenings: ___M ___T ___W ___Th ___F ___Sa ___Su **Time:** From_____To _____

It is understood that your availability, email, and phone number can change.

PLEASE assure we have current information.

Should you no longer be available or interested in tutoring, **PLEASE** let us know.