Tutor Checklist for CRLA Level II Certification

Tutor Name:

I. Training – Refer to the CRLA Level II Topic Chart to help determine hours counted and CRLA topics for which training modules are approved.

<table>
<thead>
<tr>
<th>Date of Training</th>
<th>Title of Training</th>
<th>CRLA-Applicable Topics (see list)</th>
<th>Format of Training (Live or Self-Paced)</th>
<th>Hours Counted Toward Certification</th>
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Total Number of CRLA Topics Covered: ______ (a minimum of 4 must be covered)
Total Number of Training Hours Completed: ______, (Minimum of 10 required)

   How many of those hours were live, in-person, real-time? ______
   (Minimum of 4 live hours required)

II. I have completed 50 (25 in Level I and 25 in Level II) hours of actual tutoring.
   ___y/n_______
Overview of Training Requirements

I. Training
   A. 10 hours minimum, 4 of which must be live/in person
   B. In addition to reviewing the topics covered in Level I a minimum of 4 of the following topics should be covered in Level II training. The exact amount of time devoted to each topic may vary.

      1. Review of Level 1 topics
      2. Use of probing questions
      3. Brain Dominance Learning
      4. Cultural Awareness and/or inter-cultural communications and/or Diversity and/or Special Needs Students
      5. Identifying and using resources
      6. Tutoring in specific skill and/or subject areas
      7. Assessing or Changing Study Behaviors
      8. Other (please specify)

            (or Substitution of one Topic from Level 1 (not used before) or from Level 3 (include justification/need for substitution)

II. Tutoring Experience
   A. 25 hours of actual tutoring experience after completion of all Level I requirements (a minimum of 50 cumulative hours of actual tutoring)

III. Tutor Qualifications (requirements to work as a tutor at the CSL)
   A. Received a B+ or better in course(s) in which you tutor
   B. Maintain a 3.0 or better GPA