



Family
RESOURCE
CENTER
 SHEBOYGAN COUNTY



Literacy Council

VOLUNTEER TUTOR INTAKE FORM—*Confidential*

The information on this form is used for local program development and for reporting to our funding sources. Information will be kept confidential. No identifying information will be shared. You will be added to our monthly tutor news e-newsletter after your New Tutor Training is complete.

DATE _____

PERSONAL INFORMATION

Name _____ Male Female
 Full Address _____
 Home Telephone _____ Cell Phone _____
 Date of Birth _____
 Email _____
 Native Language(s) _____ Read Write
 Other Languages _____ Read Write Speak

AUTHORIZATION

I understand that a criminal background check will be performed by the Literacy Council of Sheboygan County before I am accepted as a volunteer and may be conducted at any future point during my volunteer commitment. I authorize any institution, information agency, or law enforcement agency to furnish any and all related information.

Signature _____ Date _____

Any information received as a result of a background check is kept strictly confidential.

ETHNIC GROUP

Circle one.

1. Latino (Hispanic)
2. Asian/Pacific Islander
3. African American/Black
4. American Indian/Alaskan Native
5. Caucasian
6. Multiracial

EDUCATION

Circle highest completed.

1. H.S. Diploma/GED
2. Some College
3. Undergraduate Degree
4. Graduate Degree
5. Doctorate

SOURCE OF REFERRAL

Circle all that apply.

1. TV/Radio/Newspaper
2. Friend or relative
3. School/Library
4. Employer
5. Flyer/Brochure/Catalog
6. Website (name) _____
7. Other _____

WHEN ARE YOU AVAILABLE? Please check all that apply.

MORNING

AFTERNOON

EVENING

Day	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	5-6	6-7	7-8
Monday											
Tuesday											
Wednesday											
Thursday											
Friday											
Saturday											

PLEASE SHARE YOUR PREFERENCES:

- Male student Female student
- English Language Learner English-speaking basic literacy student
- Face-to-face Virtual
- No preference or not sure

Tutors and students meet at their local public library or another public location.

Do you have transportation? Yes No

I am willing to travel to: Elkhart Lake Kohler Oostburg Plymouth
 Random Lake Sheboygan Sheboygan Falls

PLEASE TELL US ABOUT YOUR BACKGROUND AND EXPERIENCE

Are you currently employed? Yes_____ No_____ Retired_____

Employer and occupation: _____

Former occupation/employer if retired or not currently employed: _____

Have you tutored or taught in the past? Yes_____ No_____

If yes, please briefly describe: _____

Other special skills or interests? _____

Why do you want to tutor? _____