

<p><b>Peer Tutoring</b></p>	<p><b>What is CNUCOM Peer Tutoring?</b>                  The College of Medicine’s Office of Student Affairs provides no-cost, confidential tutoring for first- and second-year students. The peer tutoring program at the College of Medicine offers individualized assistance with topics related to formative, mid-term, and summative exams, anatomy lab, clinical skills, and USMLE Step 1.</p>
<p><b>Become a Tutor</b></p>	<p><b>How to become a peer tutor?</b>                  If you are interested in becoming a peer tutor and satisfy the minimum requirements below, please email Annie Xiong at <a href="mailto:Annie.Xiong@cnsu.edu">Annie.Xiong@cnsu.edu</a>.</p> <p><b>Requirements for current M1 students:</b></p> <ul style="list-style-type: none"> <li>• Must score 80% or above on most recent exam for the course you will instruct</li> <li>• Must be available at least one (<math>\geq 1</math>) hour per week for tutoring sessions, and must be reasonably accessible by phone or e-mail for scheduling tutoring sessions</li> <li>• Prior tutoring experience preferred</li> </ul> <p><b>Requirements for current M2 students:</b></p> <ul style="list-style-type: none"> <li>• Must score 80% or above on most recent exams</li> <li>• Must have scored 80% or above on summative for previous blocks you will instruct</li> <li>• Must be available at least one (<math>\geq 1</math>) hour per week for tutoring sessions, and must be reasonably accessible by phone or e-mail for scheduling tutoring sessions</li> <li>• Prior tutoring experience preferred</li> </ul> <p><b>What are the benefits of being a peer tutor?</b></p> <ul style="list-style-type: none"> <li>• Get paid \$13 to \$20 an hour</li> <li>• No work outside of tutoring</li> <li>• Great experience for your CV and MyERAS Application</li> </ul>
<p><b>Become a Tutee</b></p>	<p><b>How to register for tutoring?</b>                  Current students may request tutoring by contacting our Admissions and Student Services Coordinator, Annie Xiong at <a href="mailto:Annie.Xiong@cnsu.edu">Annie.Xiong@cnsu.edu</a> in emails requesting tutoring, include information regarding concepts to be discussed with a tutor and days and times you are available for tutoring sessions. Annie will contact our team of peer tutors and connect you with a peer tutor.</p>

## CNUCOM Peer Tutoring FAQ

	<p><b>When should I request tutoring?</b> The peer tutoring program at the College of Medicine is very popular, so students are encouraged to request peer tutoring sessions early on in blocks in order to ensure we have enough peer tutors available. Weeks leading up to exams tend to be the busiest for students and peer tutors, so plan to request tutoring sessions ahead of time.</p> <p><b>How do I know I need tutoring assistance?</b> Students may request tutoring assistance at any time and are encouraged to do so at the earliest indication of difficulty in a course.</p>
<b>Rate/Payment Instructions</b>	<p><b>What is the rate of individual tutoring (1 Tutor per 1 or 2 Tutees simultaneously), and how do I get paid?</b> Tutors will be paid by CNUCOM at a rate of \$13 per hour for individual tutoring (1 or 2 students simultaneously), up to a maximum of 3 hours per week. To tutor more than this, students <u>must obtain pre-approval</u> from the Office of Student Affairs. Failure to do so may result in not getting paid for hours tutored above the 3 hour per week maximum.</p> <p>Tutors are required to log in their hours using the <a href="#">Peer Tutoring Payment and Record Form</a>. New tutors are required to complete the <a href="#">IRS Form W-9</a>. Please submit all the required forms to the Admissions and Student Services Coordinator, Annie Xiong, by the 12<sup>th</sup> and 28<sup>th</sup> of each month for payment processing.</p> <p><b>What is the rate of group tutoring (1 Tutor per ≥ 3 Tutees), and how do I get paid?</b> Tutors will be paid by CNUCOM at a rate of \$20 per hour for group tutoring (greater than or equal to 3 students), up to a maximum of 3 hours per week. To tutor more than this, students <u>must obtain pre-approval</u> from the Office of Student Affairs. Failure to do so may result in not getting paid for hours tutored above the 3 hour per week maximum.</p> <p>Tutors are required to log in their hours using the <a href="#">Peer Tutoring Payment and Record Form</a> and attach it with the <a href="#">CNU Peer Tutoring Sign-in Sheet</a>. New tutors are required to complete the <a href="#">IRS Form W-9</a>. Please submit all the required forms to the Admissions and Student Services Coordinator, Annie Xiong, by the 12<sup>th</sup> and 28<sup>th</sup> of each month for payment processing.</p>

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	<p><b>What is the rate of group tutoring (<math>\leq 3</math> Tutors per <math>\geq 3</math> Tutees), and how do I get paid?</b></p> <p>Tutors will be paid by CNUCOM at a rate of \$20 per hour for <b>only</b> the hour tutor is teaching, up to a maximum of 3 hours per week. To tutor more than this, students <u>must obtain pre-approval</u> from the Office of Student Affairs. Failure to do so may result in not getting paid for hours tutored above the 3 hour per week maximum.</p> <p><i>*Important: No more than 3 tutors per group tutoring session. To have more than 3 tutors per group tutoring session, students must obtain pre-approval from the Office of Student Affairs 7-10 business day prior to the session.</i></p> <p>Tutors are required to log in their hours using the <a href="#">Peer Tutoring Payment and Record Form</a> and attach it with the <a href="#">CNU Peer Tutoring Sign-in Sheet</a>. New tutors are required to complete the <a href="#">IRS Form W-9</a>. Please submit all the required forms to the Admissions and Student Services Coordinator, Annie Xiong, by the 12<sup>th</sup> and 28<sup>th</sup> of each month for payment processing.</p>
<b>Forms</b>	<p><b>Where can I find all the required forms?</b></p> <p>You can find all the required forms on the Peer Tutoring Program webpage or contact the Admissions and Student Services Coordinator, Annie Xiong, at <a href="mailto:Annie.Xiong@cnsu.edu">Annie.Xiong@cnsu.edu</a>.</p>
<b>Questions</b>	<p>If you have any further questions regarding Peer Tutoring, please feel free to reach out to the Admissions and Student Services Coordinator, Annie Xiong, at <a href="mailto:Annie.Xiong@cnsu.edu">Annie.Xiong@cnsu.edu</a>.</p>