

INDIGENOUS TUTORIAL ASSISTANCE SCHEME (ITAS) TUTOR REGISTRATION 2009



1. Personal Details:

Surname: _____ First Name: _____ Initial: _____

Student Number: _____ Program Code: _____ Stage: _____

Home Telephone: _____ Work Telephone: _____

Mobile Telephone: _____ Male Female

Are you: **Aboriginal** **Torres Strait Islander** **Non Indigenous**

Date Of Birth: _____ Email Address: _____

Please provide your postal address for all correspondence:

2. Details of Qualifications:

BFA, MA, PhD etc. Please attach a Copy of your Resume /CV and Academic Transcript

3. Do you have any other experience which would contribute to you being a suitable tutor to Aboriginal and Torres Strait Islander Students?

4. List the subjects you are able to tutor in:

5. What are your preferred locations for providing tuition? *Please note that Nura Gili does not allow tutoring sessions in the home of either the student or the tutor.*

6. Do you acknowledge that all the information given above is true and correct?

Yes No

Tutors Signature: _____

Date Signed: _____

7. ITAS Requirements:

- a) Before any contracts are provided a tutor will contact the student first to organise and confirm tutorial timing.
- b) The tutor will then contact the ITAS Coordinator to clarify the details.
- c) The ITAS Coordinator will then organize an ITAS contractual agreements before any tutoring can begin.
- d) Tutors are required to write in the date and times of each tutorial and sign the Salary Claim Form before you hand it in each fortnight on a Wednesday.
- e) Tutoring is not permitted in either the tutors or students homes.
- f) Please read your ITAS Tutors Guide.

This Section Staff ONLY

8. Tuition Approved:

Yes No

11. Number of hours per week:

9. Duration - Tutorial assistance is required for (please tick)

Session 1 Session 2 Other

10. Date Approved:

11. Conditions / Probation:

12. ITAS Coordinator – Nura Gili Indigenous Programs students centre - UNSW

Signature: _____

Date: _____