ELECTIVE WRITING LAB CONTRACT

I have scheduled _____ once-a week 30-minute sessions with a Writing Lab tutor (Portal > Home > MyLinks > W > Writing Lab Appointments) as noted below:

Date	Time	Tutor
___/___	_____am / pm	_____
___/___	_____am / pm	_____
___/___	_____am / pm	_____
___/___	_____am / pm	_____
___/___	_____am / pm	_____

If I am unable to attend a tutorial, I will cancel my appointment online. I intend to complete my contract by ..... / ..... / ...... (last possible deadline is the final day of classes)

My writing goals (maximum of three) for this semester are as follows:

Goals	(office use only) Discussed ✓
(Example: "Understand when to use commas…" or "Write better thesis statements…"	

(Signed): ....

**Please return completed form to Bunny Goodjohn in
the Academic Services Centre**

OFFICE USE ONLY

SESSIONS	Tutor/Tutee)				MAKE-UP	Tutor/Tutee)			
_____	_____/_____	A	C	N	_____	_____/_____	A	C	N
_____	_____/_____	A	C	N	_____	_____/_____	A	C	N
_____	_____/_____	A	C	N	_____	_____/_____	A	C	N
_____	_____/_____	A	C	N	_____	_____/_____	A	C	N
_____	_____/_____	A	C	N	_____	_____/_____	A	C	N

Tutor: Circle as appropriate: A *= attended/* C *= cancelled* N *= no show*

writing elective master 080116