

THE WRITING CENTER

WRITING CENTER FACULTY REFERRAL FORM

Student Name: _____

The main help requested at this time is:

(Please check all that apply. Feel free to add specifics that might be helpful.)

Assistance with a specific assignment _____

Assistance with global writing concerns, such as clarification of ideas, narrowing focus, thesis, topic sentences, development of ideas, adding specific details, eliminating wordiness, organization, transitions, introduction, or conclusion.

Assistance with editing issues, such as spelling, subject/verb agreement, verb tenses, pronouns, run-ons, comma splices, fragments, commas, apostrophes, or semi-colons.

Assistance with documentation requirements, such as MLA format and style, APA format and style, paraphrasing, quoting, citing to avoid plagiarism, following Works Cited or References guidelines.

Other _____

Faculty Signature _____

Date _____

Course _____

Student Responsibility Statement

I understand that writing is an essential skill for success in college and in life and that it is every college student's responsibility to develop and improve his/her writing abilities by utilizing resources such as The Writing Center. I further understand that the Writing Center's purpose is to guide and assist students with the writing process, not to edit papers or correct errors. I also acknowledge that it is my responsibility to schedule any and all visits to The Writing Center and to approach those sessions and any follow-up work in an efficient and timely manner.

Student Signature _____

Date _____