

Writing Center

Referral Form

Harrington Learning Center | Room 208 | WCInfo@qcc.mass.edu

Date: _____

Dear Student,

The Writing Center provides free support for currently enrolled QCC students who may be looking for help with their writing assignments for any course. Your instructor believes that you would benefit from working with a writing tutor in order to improve your chances of success in your course. If you would like to make an appointment, you can email WCInfo@qcc.mass.edu. You can also drop in during open hours, which you can find on the Writing Center website: www.QCC.edu/writing

Please note that you do not need a referral to visit the Writing Center at any time to work on any writing assignments for any course.

To be completed by the Instructor:

Student Name: _____	Instructor: _____
Student ID: _____	Course: _____

**Please attach a description of the assignment and a rubric.
Writing tutors cannot work with students without an assignment.**

What do you recommend the student work on?

(A tutoring session will cover one or two topic areas.)

Initial Planning

- help understanding assigned readings
- help understanding the assignment
- narrowing the topic
- generating a working thesis
- mapping/outlining
- other: _____

Revising/Editing

- organization
- sentence structure
- style (vocabulary, word choice)
- spelling
- punctuation
- other: _____

Drafting and Development

- thesis
- introduction
- conclusion
- body paragraphs
- transitions
- other: _____

Basic Grammar

- subject-verb agreement
- pronouns
- prepositions
- verb tenses
- other: _____

Instructor Comments: