

Contact Information (2019-2020)



VISION TUTORING
EDUCATIONAL FOUNDATION

Name: _____

Mailing Address: _____

Apt./Ste. _____

City, State, and Zip: _____

Cell Number: _____

Home Number: _____

Work Number: _____

Email Address: _____

Emergency Contact Person: _____

Relationship to Applicant (i.e. spouse, father, friend): _____ Contact Number: _____

Availability to Tutor

Select your **general** availability from the drop down menus. **Select all that apply.**

Do NOT select days/times that conflict with prior commitments (i.e. another job, church, etc.)

Monday between (select one) and (select one)

Tuesday between (select one) and (select one)

Wednesday between (select one) and (select one)

Thursday between (select one) and (select one)

Friday between (select one) and (select one)

Saturday between (select one) and (select one)

Sunday between (select one) and (select one)

Summer only

Session Locations

In each column, check ONLY the counties to which you would be willing to travel on a consistent basis to tutor. The majority of students will likely be in (South Fulton) Atlanta or DeKalb. There is no guarantee of students in any particular district.

COUNTIES (MAJOR CITIES)	1-ON-1	GROUPS
Clayton (Forest Park, Hampton, Jonesboro , Lake City, Lovejoy, Morrow, Rex, and Riverdale)	<input type="checkbox"/>	<input type="checkbox"/>
Cobb (Acworth, Austell, Kennesaw, Mableton, Marietta , Powder Springs, and Smyrna)	<input type="checkbox"/>	<input type="checkbox"/>
DeKalb (Avondale Estates, Chamblee, Clarkston, Decatur , Doraville, Lithonia, and Stone Mountain)	<input type="checkbox"/>	<input type="checkbox"/>
Douglas (Douglasville , Lithia Springs)	<input type="checkbox"/>	<input type="checkbox"/>
Fayette (Brooks, Fayetteville , Peachtree City, Tyrone, and Woolsey)	<input type="checkbox"/>	<input type="checkbox"/>
Fulton- North (Alpharetta , Atlanta, and Roswell)	<input type="checkbox"/>	<input type="checkbox"/>
Fulton- South (Atlanta, College Park, East Point, Fairburn, Hapeville, and Union City)	<input type="checkbox"/>	<input type="checkbox"/>
Gwinnett (Duluth, Lawrenceville, Lilburn, Norcross , Snellville, and Suwanee)	<input type="checkbox"/>	<input type="checkbox"/>
Henry (Hampton, Locust Grove, McDonough , and Stockbridge)	<input type="checkbox"/>	<input type="checkbox"/>
Newton (Covington, Oxford, and Porterdale)	<input type="checkbox"/>	<input type="checkbox"/>
Rockdale (Conyers)	<input type="checkbox"/>	<input type="checkbox"/>
Spalding (Griffin)	<input type="checkbox"/>	<input type="checkbox"/>

Tutor Summary

PERSONAL INFORMATION

Tutor Name

Current Occupation

Current Employer

City and Zip Code at Current Place of Employment

General Work Schedule at Current Place of Employment (i.e. M-F 9AM- 5PM)

EDUCATIONAL BACKGROUND (*highest to lowest level*)

College/University Attended

Graduation Year

Type of Degree Earned

Major/Minor

College/University Attended

Graduation Year

Type of Degree Earned

Major/Minor

College/University Attended

Graduation Year

Type of Degree Earned

Major/Minor

College/University Attended

Graduation Year

Type of Degree Earned

Major/Minor

TUTORING PREFERENCES

Where are you willing to tutor? Check all that apply.

In the student's home In a public location near the student, such as a library, school, etc.

Please indicate the number of hours per week you desire to work as a tutor.

(select one)

Please indicate the grade level(s) with which you are able to effectively work. Check **all** that apply.

PreK-K 1-3 3-5 6-8 9-12

TEACHING EXPERIENCE

Are you a **certified** teacher? Yes No

If yes, in what area(s) are you certified (content area and grade level)? _____

How many years have you **taught**? _____

Certified or not, what subjects have you **TAUGHT** in a **public, private, or charter school**? **Mark all that apply.**

*Tutoring, homework assistance, etc. should **not** be included in this section.*

SUBJECTS	GRADE LEVEL
Reading	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Language Arts/English	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Writing	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Math	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Science	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Social Studies	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Foreign Language: specify:	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
ESL, ESOL, or EFL	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>

High School/College Subjects	
English/Language Arts/Reading	
Reading/Language Arts	<input type="checkbox"/>
Writing	<input type="checkbox"/>
Literature and Composition	<input type="checkbox"/>
American Literature	<input type="checkbox"/>
British Literature	<input type="checkbox"/>
World Literature	<input type="checkbox"/>
HSGT (Language Arts)	<input type="checkbox"/>
HSGT (Writing)	<input type="checkbox"/>
ACT, English	<input type="checkbox"/>
ACT, Reading	<input type="checkbox"/>
ACT, Writing	<input type="checkbox"/>
GED, Reading	<input type="checkbox"/>
GED, Writing	<input type="checkbox"/>
SAT, Reading	<input type="checkbox"/>
Mathematics	
Pre-Algebra	<input type="checkbox"/>
Algebra I	<input type="checkbox"/>
Algebra II	<input type="checkbox"/>
Algebra III	<input type="checkbox"/>
Coordinate Algebra	<input type="checkbox"/>
Geometry	<input type="checkbox"/>
Analytic Geometry	<input type="checkbox"/>
Statistics	<input type="checkbox"/>
Math I	<input type="checkbox"/>
Math II	<input type="checkbox"/>
Math III	<input type="checkbox"/>
Math IV	<input type="checkbox"/>
Trigonometry	<input type="checkbox"/>

Mathematics (continued)	
Calculus	<input type="checkbox"/>
HSGT (Math)	<input type="checkbox"/>
ACT, Math	<input type="checkbox"/>
GED, Math	<input type="checkbox"/>
SAT, Math	<input type="checkbox"/>
Science	
Earth/Life	<input type="checkbox"/>
Physical	<input type="checkbox"/>
Biology	<input type="checkbox"/>
Physics	<input type="checkbox"/>
Chemistry	<input type="checkbox"/>
HSGT (Science)	<input type="checkbox"/>
ACT, Science	<input type="checkbox"/>
GED, Science	<input type="checkbox"/>
Social Studies	
Government	<input type="checkbox"/>
U.S. History	<input type="checkbox"/>
World History	<input type="checkbox"/>
World Geography	<input type="checkbox"/>
Economics	<input type="checkbox"/>
HSGT (Social Studies)	<input type="checkbox"/>
GED, Social Studies	<input type="checkbox"/>

TUTORING EXPERIENCE

Have you ever tutored? Yes No

If yes, for what company(ies)? _____

How many years have you **tutored**? _____

What subjects have you **TUTORED**? **Mark all that apply.**

SUBJECTS	GRADE LEVEL
Reading	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Language Arts/English	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Writing	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Math	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Science	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Social Studies	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Foreign Language: specify:	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
ESL, ESOL, or EFL	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>

High School/College Subjects	
<i>English/Language Arts/Reading</i>	
Reading/Language Arts	<input type="checkbox"/>
Writing	<input type="checkbox"/>
Literature and Composition	<input type="checkbox"/>
American Literature	<input type="checkbox"/>
British Literature	<input type="checkbox"/>
World Literature	<input type="checkbox"/>
HSGT (Language Arts)	<input type="checkbox"/>
HSGT (Writing)	<input type="checkbox"/>
ACT, English	<input type="checkbox"/>
ACT, Reading	<input type="checkbox"/>
ACT, Writing	<input type="checkbox"/>
GED, Reading	<input type="checkbox"/>
GED, Writing	<input type="checkbox"/>
SAT, Reading	<input type="checkbox"/>
<i>Mathematics</i>	
Pre-Algebra	<input type="checkbox"/>
Algebra I	<input type="checkbox"/>
Algebra II	<input type="checkbox"/>
Algebra III	<input type="checkbox"/>
Coordinate Algebra	<input type="checkbox"/>
Geometry	<input type="checkbox"/>
Analytic Geometry	<input type="checkbox"/>
Statistics	<input type="checkbox"/>
Math I	<input type="checkbox"/>
Math II	<input type="checkbox"/>
Math III	<input type="checkbox"/>
Math IV	<input type="checkbox"/>
Trigonometry	<input type="checkbox"/>

<i>Mathematics (continued)</i>	
Calculus	<input type="checkbox"/>
HSGT (Math)	<input type="checkbox"/>
ACT, Math	<input type="checkbox"/>
GED, Math	<input type="checkbox"/>
SAT, Math	<input type="checkbox"/>
<i>Science</i>	
Earth/Life	<input type="checkbox"/>
Physical	<input type="checkbox"/>
Biology	<input type="checkbox"/>
Physics	<input type="checkbox"/>
Chemistry	<input type="checkbox"/>
HSGT (Science)	<input type="checkbox"/>
ACT, Science	<input type="checkbox"/>
GED, Science	<input type="checkbox"/>
<i>Social Studies</i>	
Government	<input type="checkbox"/>
U.S. History	<input type="checkbox"/>
World History	<input type="checkbox"/>
World Geography	<input type="checkbox"/>
Economics	<input type="checkbox"/>
HSGT (Social Studies)	<input type="checkbox"/>
GED, Social Studies	<input type="checkbox"/>

Which subjects are you able to **effectively** tutor? **Mark all that apply.**

To see the specific skills for each course, visit www.georgiastandards.org.

SUBJECTS	GRADE LEVEL
Reading	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Language Arts/English	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Writing	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Math	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Science	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>
Social Studies	K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> HS <input type="checkbox"/> college <input type="checkbox"/>

High School/College Subjects	
English/Language Arts/Reading	
Reading/Language Arts	<input type="checkbox"/>
Writing	<input type="checkbox"/>
Literature & Composition, 9 th Grade	<input type="checkbox"/>
American Literature	<input type="checkbox"/>
British Literature	<input type="checkbox"/>
World Literature	<input type="checkbox"/>
ACT, English	<input type="checkbox"/>
ACT, Reading	<input type="checkbox"/>
ACT, Writing	<input type="checkbox"/>
GED, Reading	<input type="checkbox"/>
GED, Writing	<input type="checkbox"/>
SAT, Reading	<input type="checkbox"/>
Mathematics	
Pre-Algebra	<input type="checkbox"/>
Algebra I	<input type="checkbox"/>
Algebra II	<input type="checkbox"/>
Algebra III	<input type="checkbox"/>
Coordinate Algebra	<input type="checkbox"/>
Geometry	<input type="checkbox"/>
Analytic Geometry	<input type="checkbox"/>
Statistics	<input type="checkbox"/>
Math I	<input type="checkbox"/>
Math II	<input type="checkbox"/>
Math III	<input type="checkbox"/>

Math IV	<input type="checkbox"/>
Trigonometry	<input type="checkbox"/>
Calculus	<input type="checkbox"/>
ACT, Math	<input type="checkbox"/>
GED, Math	<input type="checkbox"/>
SAT, Math	<input type="checkbox"/>
Science	
Earth/Life	<input type="checkbox"/>
Physical	<input type="checkbox"/>
Biology	<input type="checkbox"/>
Physics	<input type="checkbox"/>
Chemistry	<input type="checkbox"/>
ACT, Science	<input type="checkbox"/>
GED, Science	<input type="checkbox"/>
Social Studies	
Government	<input type="checkbox"/>
U.S. History	<input type="checkbox"/>
World History	<input type="checkbox"/>
World Geography	<input type="checkbox"/>
Economics	<input type="checkbox"/>
GED, Social Studies	<input type="checkbox"/>

LANGUAGES

Please list any language(s) in which you are fluent, other than English?

*Fluent: You are able to clearly speak and understand the language. You would be able to effectively communicate with an individual who **only** spoke this language (no English).* _____

Please list any language(s) in which you are proficient, other than English?

Proficient: You are able to speak and understand the language for the most part. You would be able to hold a basic conversation with an individual who spoke this language. _____

In which subjects are you able to **effectively lead** a course? **Check all that apply.**

SUBJECTS
Art
Health and Nutrition
Writing
STEAM
Technology
Fitness and Physical Education
Character Building
Entrepreneurship
Personal Finance
Teambuilding
Life Skills
DJing
Career Education

How many hours have you worked or volunteered in each location type?			
LOCATION	0-20 hrs	20-400 hrs	400+hours
youth center			
public school			
charter school			
private school			
low-income community*			
* if you grew up in or attended high school in a low-income community, please select 400+ hours for that category.			

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Continue to next page.

SPECIAL SKILLS

Do you have experience teaching the following types of students? Check all that apply.

Remedial (below grade-level) Gifted (above grade-level)

Do you have experience teaching/tutoring students with special needs? Yes No

If yes, please mark **all** that apply.

Special Education ADD/ADHD Dyslexia Autism Learning Disability

Other _____

Do you have any other skills or training that would aid in the development of our students?

PROFESSIONAL REFERENCES

NAME	RELATIONSHIP TO APPLICANT (i.e. supervisor, co-worker, etc.)	TELEPHONE NUMBER	YEARS KNOWN

TRANSPORTATION

Do you personally have reliable transportation? Yes No

If no, how will you get to and from tutoring sessions? _____

COMPUTER ACCESS

Do you consider yourself to be proficient in the following areas? (please check all that apply):

Basic technology course sponsored by Vision Tutoring may be required

internet e-mail MS Word MS Excel Adobe PDF Reader

The following are requirements of the tutor position:

Are you able and willing to access the Internet regularly (multiple times per week)? Yes No

Are you able and willing to print necessary paperwork for tutoring sessions? Yes No

Are you able and willing to type monthly paperwork submissions? Yes No

*(Submissions **MUST** be legible. Templates will be provided for type-written responses.)*

CRIMINAL BACKGROUND

Vision Tutoring requires a background check of all candidates who receive a preliminary hiring offer. Our background check consists of checks against the national, state, and sex offender databases. Individuals convicted of a felony or a misdemeanor may be asked to provide details surrounding the offense. A final hiring determination will be made once all details have been considered. Allowance of tutors with a criminal background to work under a school district or agency contract is at the discretion of the client.

WORK ELIGIBILITY

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

AFFILIATIONS

Are you a current Atlanta Public Schools (APS) employee, contractor, or volunteer? Yes No

If so, what is your position (i.e. teacher, Instructional Coach, tutor, substitute teacher, etc.)?

In what school(s)/department (i.e. Carver HS of Technology, APS Board of Education – Procurement Department, substituting in various Atlanta schools)? _____

If you are aware that your contract with APS will be ending, on what date will the contract cancellation take place? _____

Are you a current DeKalb County School District (DCSD) employee, contractor, or volunteer? Yes No

If so, what is your position (i.e. teacher, Instructional Coach, tutor, substitute teacher, etc.)?

In what school(s)/department (i.e. Redan HS, DeKalb Board of Education – Finance Department, substituting in various DeKalb schools)? _____

If you are aware that your contract with DeKalb will be ending, on what date will the contract cancellation take place? _____

I certify that the information I have provided on all pages is true, accurate, and correct to the best of my knowledge. (If a hard copy is requested, please sign and date with ink after printing the document. Otherwise, electronically sign the form below).

Printed Name

Signature (e-signatures allowed)

Date

