



WRITING CENTER FACULTY REFERRAL FORM

The Queens College Writing Center is charged with helping students at any stage in the writing process. However, sometimes students and tutors have difficulties knowing what exactly to work on. This referral form is intended to offer faculty a way of helping both their students and our tutors chart a path forward. Here at the Center, we do our best work when we know exactly how best to support your student. If you have a student who would benefit from Writing Center support, please fill out this form and ask your student to bring this form, along with a copy of your assignment guidelines, rubric, and/or notes to their tutoring session.

Referring Faculty:
Faculty Email:
Student Name:
Student Email:
Course:
Writing Assignment:
Referral Date:

YOUR STUDENT’S STRENGTHS:

ONE-THREE SPECIFIC AREAS FOR SUPPORT:

- Planning, organizing, revising
- Developing arguments
- Paragraph structure
- Analyzing Evidence
- Using sources
- Sentence development

IS THERE ANYTHING ELSE YOU WOULD LIKE US TO WORK ON?