



# Academic Do's and Don'ts for Athletics Department Tutors

All tutors should understand their role with student-athletes and the institution's expectations. Remember, your actions impact not only yourself, but also student-athletes, the athletics department and the entire institution.

## ✓ Do...

- Review your institution's academic misconduct policies and understand your role with respect to the policies. Additionally, review any athletics department tutoring policies.
- Provide student-athletes with study techniques and problem-solving strategies for completing work.
- Assist student-athletes with establishing deadlines to ensure that coursework is completed in a timely fashion and consistent with course expectations.
- Report instances in which you, a student-athlete or someone you know engages in conduct that is contrary to the institution's academic misconduct policies.
- Document your tutoring sessions and include information about what the student-athlete accomplished during each session.
- Understand how much help is permissible. If you are ever in doubt, ask before you act.

## ✗ Don't...

- Complete coursework on behalf of student-athletes. This can include, but is not limited to, completing homework, quizzes or test problems.
- Tutor student-athletes outside of the tutoring center or other permissible tutoring areas on campus.
- Utilize a student-athlete's login and password information to access coursework or submit coursework on his or her behalf, or for any other purpose.
- Send coursework to student-athletes via email or allow student-athletes to complete coursework on your computer.
- Remain silent if you see potential academic misconduct or believe someone is pressuring you to compromise a student-athlete's academic integrity.

