



## Requirements for Regular / Level I CRLA Certification

- ❖ A minimum of 10 hours of tutor training.
- ❖ A minimum of 3 modes of tutor training (one must be classroom / workshop instruction).
- ❖ A minimum of eight (8) of the following topics must be covered (The exact amount of time devoted to each topic may vary.):
  - Definition of tutoring & tutor responsibilities
  - Basic tutoring guidelines
  - Techniques for successfully beginning & ending a tutor session
  - Some basic tutoring Do's
  - Some basic tutoring Don'ts
  - Role Modeling
  - Setting Goals & Planning
  - Communication Skills
  - Active listening & paraphrasing
  - Referral skills
  - Study Skills
  - Critical Thinking Skills
  - Compliance with the Ethics & Philosophy of the tutor program
  - Modeling Problem Solving
  - Other: to be approved by the Supervisor/Tutor Coordinator in writing.
- ❖ A minimum of 25 hours of actual tutoring experience.
- ❖ A formal evaluation by the Supervisor/Tutor Coordinator.