

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.