

## Purpose

Students attending Hope College come from varying backgrounds with different levels of knowledge and ability. To assist students in the transition to college and help them improve their study habits, learning skills, and class performance, the Academic Support Center (ASC) works closely with the faculty to support the academic program.

Students use the ASC voluntarily; however, some students may be referred to the ASC by faculty or staff.

The ASC provides its services to all Hope College students, individually or in small groups. These services include:

**Individual Tutoring**  
**Group Help Sessions**  
**Mathematics Lab**  
**Workshops/Presentations**  
**Test Scribing/Proctoring**  
**Academic Advising and Counseling**

## Staff

The Academic Support Center is staffed by three full-time professionals, an office manager, and many student tutors.

For further information please contact:  
Janet Pinkham, Director  
Academic Support Center  
VanZooeren Hall 261  
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*Course Tutoring – Writing Tutoring – Study Skills Tutoring*

# ASC

Hope College  
Academic Support Center  
41 Graves Place  
P.O. Box 9000  
Holland, MI 49422-9000

# Academic Support Center

# ASC

HOPE COLLEGE

## Course Tutoring

The ASC provides individual or small group peer tutoring in most basic subjects, on either a long-term or short-term basis. A student interested in receiving tutoring completes an application and returns it to the ASC.

After being assigned a tutor, the students meet on a regular basis to:

- Examine Student Learning Strategies**
- Review Information from Class**
- Discuss Content of Reading Assignments**
- Work Through Examples of Homework Problems**

Tutors are generally upper-class students, but all have outstanding academic records and faculty recommendations. They are trained in tutoring techniques and work with continuous supervision by the professional staff.

Assignment of a tutor takes at least two working days. Once the match is made, weekly or bi-weekly tutoring sessions are arranged by the tutor and student.

## Writing Tutoring

All students, whether accomplished or struggling writers, can benefit from one-on-one help on their writing. Upper-class students from various disciplines, trained as peer tutors, are available by appointment or on a drop-in basis to assist with the following:

- Understanding Writing Assignments**
- Choosing Topics**
- Getting Started**
- Developing Ideas**
- Organizing**
- Crafting Sentences and Paragraphs**
- Revising Rough Drafts**
- Learning Grammar, Punctuation, and Proofreading**
- Understanding Professors' Comments on Papers**

Writing tutoring occurs at the ASC during normal business hours. It is best to schedule appointments in advance, but walk-ins can receive help if a tutor is available. Students may schedule as many appointments as they wish for any writing they are doing.

Hope faculty may arrange writing workshops or presentations tailored to specific classes.

## Study Skills Tutoring

Many students find that, in making the transition from high school to college, or from lower- to upper-level classes, they need advice about studying. One-on-one appointments with an ASC professional are available for advice on the following:

- Goal Setting and Motivation**
- Time Management**
- Textbook Reading/Studying**
- Note Taking**
- Test Preparation/Test Taking**

Hope faculty and staff may also arrange study skills workshops or presentations for specific groups or classes.

## Accommodations for Students with Disabilities

The ASC provides individual academic accommodations for students with disabilities, based on documentation by a qualified diagnostician. Contact the ASC for more information.