

**The JPII Writing Center Conference Form**

Student Name/Grade \_\_\_\_\_

Appointment Date \_\_\_\_\_ Time \_\_\_\_\_ or Walk-In Time \_\_\_\_\_

English Teacher \_\_\_\_\_

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Working Title of Paper \_\_\_\_\_

Areas of concern:

Other student notes/concerns:

Ideas \_\_\_\_\_

Organization \_\_\_\_\_

Voice \_\_\_\_\_

Word Choice \_\_\_\_\_

Sentence Structure \_\_\_\_\_

Grammar \_\_\_\_\_

Format \_\_\_\_\_

Research skills \_\_\_\_\_

**NOTE: Please submit a copy of your paper along with the original assignment and rubric at least ONE DAY before your Writing Center appointment if at all possible. Bring any applicable research materials to the appointment with you.**

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Concerns of recommending teacher:

Teacher Initials \_\_\_\_\_

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Tutor comments/summary of session:

Tutor Initials \_\_\_\_\_

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**WRITING CENTER PASS**

Name \_\_\_\_\_ Date \_\_\_\_\_ Class \_\_\_\_\_

Time Dismissed to WC \_\_\_\_\_ Teacher Signature \_\_\_\_\_

Time Dismissed from WC \_\_\_\_\_ Tutor Signature \_\_\_\_\_

