**Marshall University Writing Center**

**“Tutor Talk” Request**

Laura Sonderman, Instructor of English and Director of the Writing Center

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Writing Center Web Site: <http://www.marshall.edu/english/writingcenter/>

If you would like a Writing Center tutor to visit your class to talk with your students about our Writing Center Services, please fill out the following information and return this form to [writing@marshall.edu](mailto:writing@marshall.edu) or via interoffice mail to Laura Sonderman, Department of English, Corbly Hall 340.

*Requests should be made at least 2 weeks in advance to allow for preparation.*

INSTRUCTOR:

EMAIL ADDRESS:

PHONE NUMBER:

COURSE NAME AND NUMBER:

NUMBER OF STUDENTS:

COURSE SYLLABUS: Please attach

DATE, TIME, AND LOCATION:

ADDITIONAL INFORMATION: