

Apply to be a 1L Doctrinal Tutor!

What is a Doctrinal Tutor & What are Their Responsibilities?

Tutors are leaders on campus who provide academic support and mentorship to first-year law students tied to the 1L doctrinal courses. Tutors are generally expected to hold weekly tutoring sessions at the times scheduled by professors and the law school, attend regularly scheduled class sessions for the course they are tutoring, hold office hours twice a week, and answer student questions, as necessary, outside of class.

The average workload is approximately 10-12 hours per week; however, the workload may not be evenly distributed throughout the semester (i.e., things may be slow at the beginning of the semester and pick up closer to final exams).

Other duties and responsibilities may vary from professor to professor and course to course.

What are the Basic Qualifications to be a Tutor?

Generally, a tutor should:

- Be a second- or third-year student during the 2024-2025 academic year;
- Have a B or better in the course(s) for which they have applied to tutor;
- Have a cumulative 3.0 or higher GPA for the semester in which they have applied;
- Have a cumulative 3.0 or higher GPA for the semester during which they tutor;
- Not have a dating or close personal relationship(s) with any student in the section that they wish to tutor; and
- Not also be a Legal Practice Teaching Fellow or have other employment at Texas Tech University School of Law or Texas Tech University during the semester that they intend to tutor.

How Many Tutors will be Selected?

Professors who teach first-year courses will typically select one or two tutors for each section of the courses they teach.

Fall 2024

Some professors have already selected their tutors for the Fall 2024 semester. Applications submitted through this [form](#) will be sorted and forwarded for consideration by Professors Bryan Camp (Civil Procedure), Richard Murphy (Civil Procedure), John Watts (Civil Procedure), Brian Shannon (Contracts), Bill Casto (Contracts), and Barbara Lauriat (Torts), as well as the forthcoming Contracts professor.

How Long is the Tutoring Term?

The term for an appointment as a tutor is for the full fall or spring semester.

What is the Compensation for Serving as a Tutor?

Each section of a course has a stipend budget of \$1,250. Whether a tutor receives part, or all the section budget depends on whether that professor hires multiple tutors, among other considerations.

Is There Any Other Information I Should Know About Being a Tutor?

Tutors are evaluated early-to-middle of the semester to ensure that they are providing appropriate and beneficial sessions for their students. Tutors are also evaluated at the end of the semester for similar purposes, as well as for programmatic quality and future tutoring appointments.

How Do I Apply to be a Tutor?

Download the application PDF from the OASP website and complete all fields.

After you have completed the PDF, please navigate to the OASP Doctrinal Tutoring Application [here](#). There, you will upload the completed application PDF along with the other documents listed below.

The documents students will need to line up for a complete application include:

- (1) a resumé; and
- (2) an unofficial transcript.

What is the Deadline to Apply?

Applications must be submitted no later than **Friday, March 8, 2024, at 11:59 p.m.**

Questions?

Please contact Erica M. Lux, Director, erica.lux@ttu.edu or Jessica Aycok, Associate Director, jeaycock@ttu.edu with any questions.

Application PDF Follows on Next Page.



TEXAS TECH UNIVERSITY
School of Law

Office of Academic Success Programs

Fall 2024 Tutor Application

Applicant Name: _____

Classification: _____

Email Address: _____

Phone Number: _____

1L Course Professors (write in last name):

Contracts		Property	
Torts		Constitutional Law	
Civil Procedure		Criminal Law	
Legal Practice I		Legal Practice II	
Intro to Study of Law			

Are you willing to tutor for a professor that you did not take the 1L course with?

Sometimes we get new faculty members or current faculty rotate back into teaching a subject after a hiatus, and we need to provide tutors for their classes, too.

Faculty Reference (for tutors willing to tutor for a professor they did not have first year):

Applicant's Subject Preference Order (left to right):

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Are there any course(s) you do **not** want to tutor?

Why do you want to be a tutor?

Discuss any tutoring, teaching, training, or coaching experience you have.

Discuss two things that your 1L tutors did well and one thing they could have improved. Explain how you would handle the areas for improvement.

Discuss what makes you a strong applicant for this position.

Indicate what activities you will be in/plan to participate in during Spring 2024 (e.g., student organizations, part-time jobs, journals, etc.). Include any editor or officer designations, where appropriate.

Certification of Application:

As an applicant to the first-year doctrinal tutoring program, I understand that:

- By making this application, several members of the faculty and administrative staff may review my transcripts to assess my candidacy for a position as their tutor. If I have served as a tutor before, I further understand that several members of the faculty and administration may also review the content of my early-semester and end-of-semester evaluations from my previous term(s) of tutor service. I further understand that the reference I designate in the application may be consulted about my candidacy.
- If my cumulative law school GPA drops below 3.00, I may no longer be considered as a tutor for the semester for which I have applied. I further understand that if, after I have applied and been selected as a tutor, my cumulative law school GPA drops below 3.00, I may not be permitted to tutor for the semester during which my GPA has dropped below the tutoring threshold.
- I should not, at the time of my tutoring appointment, hold any other position within the Texas Tech University School of Law or another Texas Tech University department.
- If selected, I will be held to the highest standards of compliance with the Code of Conduct, Honor Code, and the Rules of Professional Responsibility.
- If selected, I will be expected to comport myself with integrity, discipline, and professionalism to the students I support, and in compliance with all federal, state, and local regulations governing my position.
- If selected, I will be subject to the formal and informal evaluation procedures deemed necessary by the Texas Tech University School of Law Office of Academic Success Programs staff and the doctrinal faculty to maintain programmatic quality.

All representations made in this application and supporting documents are true and accurate.

To finalize your application and certify, please sign and date below.

Signature of Applicant: _____ Date: _____

Once completed, please submit your application, along with your resumé and transcript at [this link](#) no later than **Friday, March 8, 2024, at 11:59 p.m.**

Questions may be directed to:

Erica M. Lux, *Director of Academic Success Programs* (erica.lux@ttu.edu)

Jessica Aycock, *Associate Director of Academic Success Programs* (jeaycock@ttu.edu)



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