**ROCK HILL SCHOOLS**

TUTORING EMPLOYMENT RECOMMENDATION FORM

KELLY SERVICES

**Applicant’s Name:**

**Applicant’s E-mail Address**:

**School Assigned:**

**Grade/Subject of Tutoring Assignment:**

**Information Obtained from References:**

**Suggested Date(s) of Employment (start date should be 7-10 days after all paperwork is completed/submitted)**

**Administrator’s Name/Date:**

**For certified positons – Applicant’s Certificate Number:**

**If non-certified, check here [ ]  (non-certified pay rate differs from certified pay rate)**

**Tutoring Schedule**

[ ] Monday Hours:

[ ] Tuesday Hours:

[ ] Wednesday Hours:

[ ] Thursday Hours:

[ ] Friday Hours:

Total Scheduled Hours:

Internal Use: Tutor Fund Used:       Account #:       (to be provided by Human Resources)

*Form Created: 8/17/20*