CBSM Economics Tutoring Lab Student Guidelines

The Economics Tutoring Lab exists to support students who are actively engaged in their coursework. Tutors are an essential part of the college experience and are here to help solidify concepts you may be struggling with. The following guidelines ensure the lab is as constructive as possible for everyone. All visitors are expected to abide by them.

Before You Arrive

1. Attend your lectures and complete assigned readings before scheduling a session. The tutor is not a substitute for your instructor or course materials.
2. Bring your materials — syllabus, notes, textbook, problem sets, and any graded work you want to review.
3. Identify specific questions. Come prepared to say: *"I studied X, I understand Y, but I'm stuck on Z."*

Drop-In Policy: The lab operates on a drop-in basis. No appointment is needed. Sessions are first-come, first-served. When other students are waiting, sessions are limited to 30 minutes. Please be aware that tutor availability is not guaranteed; [check posted lab hours before visiting](#).

What the Tutor Is Here To Do

- Help you work through concepts you've already encountered
- Guide you through problem-solving *strategies*
- Review your reasoning and give feedback
- Point you toward resources for deeper understanding

What the Tutor Will Not Do

- Teach material you haven't engaged with yet (that's your instructor's role)
- Complete or substantially draft your assignments
- Re-deliver entire lectures
- Work through problem sets *for* you

During Your Session

- Be prepared to show your work or explain your thinking first
- If you haven't attempted a problem, the tutor will ask you to try before assisting
- Sessions are time-limited; come with priorities in mind

A Note on Academic Integrity

Using tutoring to outsource your work violates course policy and defeats the purpose of the lab. The tutor has the right to decline requests that cross this line. Repeated violations or disruptive behavior will be referred to the lab director.