

CCC Writing Center Referral Form

The Writing Center is in Dye Learning Center. Contact writing@clackamas.edu or 503-594-6275. Hours, appointments, and information at <https://www.clackamas.edu/writingcenter/>. This form is designed to be used as part of an instructor's feedback on a writing assignment. It should be filled out in consultation with the student, and the student should bring it to Writing Center appointments. The form can be used for any class that includes writing, not just classes with a "WR" or "WRD" prefix.

Student:

Referring instructor:

Class and section:

Date of referral:

In the space below, briefly describe the assignment that the student's goals grow out of. The student should *bring the assignment instructions* to the tutoring sessions or be ready to show an online version.

Goals: things for the student to work on with the tutor

May be filled out by the instructor or by the student in collaboration with the instructor. Circle the most important general area where the student needs to gain skill and confidence. Use the space below to provide more detail or set other goals.

Prewriting, generating ideas, doing research (if applicable)	Planning, drafting, following assignment instructions	Significantly revising: reorganizing, cutting, expanding	Writing clearly, with appropriate style, details, & examples	Proofreading & polishing: grammar and mechanics
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Record of Writing Center sessions

Instructors may also request that student attendance records be sent directly to them from the Writing Center.

Date of session	What did you work on? (to be filled out by student)	Tutor's name	Tutor's signature