



Tutor Policies

Tutors will:

- Follow Highline's Code of Ethics
- Respect other tutors' and students' cultures, beliefs, and identities
- Honor the privacy of others
- Respect the learning environment by:
 - o Speaking at a volume that does not detract from other students' learning
 - o Using appropriate and professional language
 - o Maintaining professional etiquette
 - o Maintaining the cleanliness of the center
 - o Not talking on cell phones
 - o Using furniture appropriately
 - o Keeping food and beverages away from computer areas
- Tutors have the responsibility to help all students to the best of their ability without impeding the student's ability to learn
- Tutors will not act as instructors
- Tutors will not rush the tutoring process