

**The Waiting To Excel Education Center
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Casa Grande, AZ 85122**

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**Certified Tutor Online Training
Course Syllabus**

Goals & Objectives:

1. To provide tutors with the necessary skills to be effective and professional in their fields.
2. To certify tutors through rigorous instruction
3. To give tutors research-based strategies to work with children and adults
4. To give tutors certifiable credentials through a background check.

Topics Covered

- Definition of Tutoring
- Tutor Responsibilities
- Basic Learning Theory
- Critical Thinking Skills
- Teaching Rubrics
- Bloom's Taxonomy
- Planning and Goal Setting
- Building Relationships with Parents
- Research-Based Tutoring Strategies
- Cultural Diversity
- Conflict Resolution
- Motivating Struggling Readers
- Reading & Writing Activities
- Teaching Resources
- Listening Skills
- Study Skills
- Test Preparation
- Learning Disabilities
- Learning Styles & Multiple Intelligences
- DIBELS & Lexiles
- Group Tutoring
- Recordkeeping
- Communication Skills
- Evaluation & Assessment

Assessment: Lesson Assignments and Essay Quizzes.

Grading

Module Assignments: 30 points each (9 assignments) = 270 points
Essay Quizzes: 50 points each (9 quizzes) = 450 points
Final Assignment: 80 points = 80 points

Grade Scores: 720-800 = A; 632-719 = B; 560-631 = C; Below 630 = Non-Passed – No Certification will be issued for students with scores below 630.