

**Palomar College Veterans' Services Tutoring Guidelines**

Prior to getting any tutoring under the GI Bill you MUST have the need for tutoring verified and the tutor approved. Complete the information below and submit the form to your instructor for signature verifying your need for tutoring. Once you have the instructor's signature submit the completed form to the Veterans' Services Office (VSO) for approval.

You can be reimbursed up to \$100 per month. The maximum allowed is \$1200 total.++

Student's Name \_\_\_\_\_  
Last First MI

SS# \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_  
Area Code Phone Number

This is to certify that the above student is enrolled in the \_\_\_\_\_ semester and

Needs tutoring in \_\_\_\_\_ in order to successfully complete the course.  
Course Title

Signature of Instructor \_\_\_\_\_

**Tutor Information\*\***- Name, Position, and Address of tutor

Tutor Name \_\_\_\_\_  
Last First MI

Position \_\_\_\_\_  
Example- Student, Instructor, grad student, tutor

Address \_\_\_\_\_  
Number Street Apt # City State Zip Code

Tutor's Phone Number (\_\_\_\_) \_\_\_\_\_  
Area Code Phone Number

**Approval of Tutor** (Signed by either your instructor or VSO)

\_\_\_\_\_  
Name of person approving tutor Position or Title

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\* VA regulations prohibit tutoring by close relatives (i.e. spouse, parent, child, brother, sister) or the applicant.

++ Chapter 30 recipients- The **first** 6 months do not impact your entitlement; however the next 6 months of benefits will **reduce** your GI Bill entitlement in **the amount of the tutoring paid**.

Received by VSO \_\_\_\_\_