



**POLICY: 6Hx28:3E-05.5**

**Responsible Executive:**  
Vice President, Organizational  
Development and Human Resources

**Policy Contacts:**

**Specific Authority:** 1001.64, F.S.  
**Law Implemented:** 1001.64, F.S.

**Effective Date:** 04-27-2016

**Date of Last Policy Review:**  
04-27-2016

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## **Tutoring**

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### **Policy Statement:**

Valencia College provides on-campus and online tutoring services to meet the academic support needs of currently enrolled Valencia students. Students in need of or those requesting tutoring services should be referred by Valencia faculty, tutors, and other staff only to official Valencia academic support services such as the math lab, writing center, and learning support center. A Valencia employee shall not receive compensation for tutoring, tutoring referrals and or remedial services while the student is currently enrolled in his/her course and/or receiving services directly from the employee through the college.

Professors may provide fee-based private lessons for Valencia students currently enrolled in fine and/or performing arts programs or courses, with the specific written consent of the dean.

Valencia faculty members, tutors, and other staff who may be affiliated with third party tutoring companies or those who may also be self-employed in the tutoring business may not directly solicit or refer any Valencia students for classes in which they are currently enrolled where the solicitor/referral source would receive a direct or indirect financial benefit for paid tutoring services, nor meet with students on or off campus, or online, for such paid tutoring engagements.

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### **Procedures:**

Tutoring Referral Form  
<http://valenciacollege.edu/learning-support/tutoring/>

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**Policy History:**

Adopted 12-11-74; Amended 1-19-83; Amended 11-18-92; Amended 04-27-2016; Formerly 6Hx28:8-14; Formerly 6Hx28:08-09

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**Date of Last Procedure Review:** 04-27-2016

Repealed - 06-22-2023