**www.bsu.edu/learningcenter**

765-285-1006  
North Quad (NQ) 350  
learncenter@bsu.edu

**Hours**

**In-Person Tutoring and Academic Coaching:**

Monday-Thursday, 10am-8pm  
Friday, 10am-2pm

**Online Tutoring and Academic Coaching:**

Monday-Thursday, 10am-10pm  
Friday, 10am-5pm  
Sunday, 12pm-10pm

*Tutors are not available every hour for every course. Students must check availability through TutorTrac: [https://ballstate.go-redrock.com](https://ballstate.go-redrock.com)*

**Testing:**

Monday-Friday, 8am-5pm (testing begins at 9am)

<table>
<thead>
<tr>
<th>Jenny Haley, Director and Academic Coaching Coordinator</th>
<th><a href="mailto:jhaley@bsu.edu">jhaley@bsu.edu</a></th>
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</thead>
<tbody>
<tr>
<td>Jim Mills, Assistant Director and Testing and Supplemental Instruction Coordinator</td>
<td><a href="mailto:jkmills@bsu.edu">jkmills@bsu.edu</a></td>
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<td>Kaley Sorg, Tutoring Coordinator</td>
<td><a href="mailto:kksorg@bsu.edu">kksorg@bsu.edu</a></td>
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<tr>
<td>Cathy Mills, Office Supervisor</td>
<td><a href="mailto:cmills@bsu.edu">cmills@bsu.edu</a></td>
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**COVID-19 Pandemic Response**

For Spring 2022, the Learning Center will offer both in-person and online tutoring and Academic Coaching. To make an appointment, visit my.bsu.edu and click on “TutorTrac” or follow this direct link: [https://ballstate.go-redrock.com](https://ballstate.go-redrock.com). For more information, visit www.bsu.edu/learningcenter or call 765-285-3780. All Learning Center programming will observe any COVID protocols that may be in place in the spring, including the wearing of face coverings.
Sometimes, to win the “game” of college, you just need some

**Academic Coaching**

(it’s free!)

- Set goals and make plans to achieve them
- Get organized
- Manage your time
- Learn study skills
- Find campus resources
- Feel encouraged and READY TO DO THIS!

**Your Coach Can Help You..**

**Academic Coaches are students with tutoring experience and Academic Coaching training.**

They know their way around Ball State!

**Tutoring**

*Course offerings may change throughout the semester. Check our website for the latest updates.*

**Tutoring and Academic Coaching**

- Tutoring and Academic Coaching will take place in-person and online via Zoom.
- To make an appointment, visit my.bsu.edu and click on TutorTrac.
- Direct link: [https://ballstate.go-redrock.com](https://ballstate.go-redrock.com)
- Courses are frequently added; check our website for the latest updates.

**Academic Coaching**

- ACC 201, 202, 305
- AHS 100
- ANAT 201
- ANTH 101, 103, 105, 315
- ASTR 100
- BIO 102, 111, 112, 113, 210, 214, 215, 216, 313, 316, 440
- BL 260
- CC 101, 201
- CH 101, 102
- CIC 101, 102, 220, 230, 240, 251
- COMM 210
- CS 120
- ECON 116, 201, 202, 221, 330
- EDEL 100, 200, 244, 300
- EDMU 205
- EDPS 254
- EDRD 204, 300
- ENG 220, 285, 334
- FIN 101, 300, 310, 320
- FL 396
- FR 101, 102, 201, 202, 301, 302, 334, 335, 337, 338, 360, 401
- GEOL 101
- GER 101, 102, 201, 202, 301
- GRE Math
- HIST 150, 151, 152, 201, 202, 497
- HSC 160, 180, 200, 261, 482
- ISOM 125, 210, 249, 351
- JAPA 101, 102, 201, 202, 301, 302, 303
- MATH 100, 102, 110, 112, 113, 114, 125, 132, 161, 162, 165, 166, 181, 201, 202, 215, 217, 249, 250, 251, 259, 267, 320, 321, 351, 360
- MUHI 100, 200, 330, 331
- MUSE 100, 265
- MUST 100, 101, 102, 111, 122, 211
- NUR 228, 230, 231, 330, 340, 350, 370
- PHIL 100
- PHYC 100, 101
- PHYS 215
- POLS 130, 237, 280, 293
- PSYS 100, 217, 241, 284, 295, 316, 318, 324, 326, 363, 377
- RMI 270, 330
- SNLN 251, 252, 253, 300
- SOC 100
- SPAA 101, 270
- SP 101, 102, 201, 301, 302
- TCOM 330, 332, 335, 350
- THEA 100
- ZOOL 432

**Questions? Visit our website!**

[bsu.edu/learningcenter](https://bsu.edu/learningcenter)

[Visit my.bsu.edu and click on TutorTrac. Direct link: [https://ballstate.go-redrock.com](https://ballstate.go-redrock.com)]
Point your phone’s camera at these QR codes

Visit the Learning Center website

Make an appointment with a tutor or Academic Coach
MATH DROP-IN TUTORING!

MATH 102, 110, 112, 113, 114, 125, 132, 161, 165, 166
MONDAY-THURSDAY
2:00pm-6:00pm
RB 120 & 121
(Robert Bell Building)
NO APPOINTMENT NECESSARY.
JUST STOP BY AND GET HELP!
*Begins January 18, 2022

CHEMISTRY DROP-IN TUTORING!

CHEM 111, 112
MONDAY, TUESDAY, AND THURSDAY
3:30pm-7:30pm
FB 340
(Foundational Sciences Building)
NO APPOINTMENT NECESSARY.
JUST STOP BY AND GET HELP!
*Begins January 18, 2022
What is SI?
SI is an academic support program designed for historically difficult courses.

How will I know if there is an SI leader for my class?
Check https://www.bsu.edu/academics/collegesanddepartments/universitycollege/learningcenter/supplementalinstruction the first week of the semester for the SI list. If you have an SI leader, they will introduce themselves the first week of class and announce the days/times of the study sessions.

What does the SI leader do?
The SI leader will hold 2-3 study sessions every week and design activities and handouts that will help you to learn the material.

Why should I go to the study sessions? Won’t that just be “extra” time I have to put into this class?
You will have to study for this class anyway: why not study with someone who has already taken the class and performed very well in it? You also get the opportunity to meet with others from your class, to share notes, and to receive supplemental handouts (like study guides and practice tests) that you wouldn’t be able to get otherwise.

When and where will the study sessions be held?
Your SI leader will hand out informational stickers during the first week of class indicating the days, times, and locations of the study sessions and office hour.

What do I have to bring to the study sessions?
Your books, notes, assignments, and other pertinent material from the class.

Do I have to attend SI study sessions? What if they conflict with my schedule?
You are not required to attend SI: these study sessions are completely voluntary. If your schedule will not permit you to attend the study sessions or office hour, please speak with your SI leader about the possibility for other arrangements.

I prefer to study by myself. SI is not for me!
Our advice is to attend one study session to see if this service is useful for you. Students who attend 8 or more study sessions usually earn ½ to a whole letter grade above students who don’t attend!

Where else can I go for help?
You can make an appointment (via TutorTrac) to meet with a tutor. https://ballstate.go-redrock.com.
Your tutor will have access to the SI leader’s handouts.
You should also visit your instructor during office hours.
Policies and Procedures for Learning Center Test Administration

Questions regarding eligibility for test accommodations should be directed to:

Disability Services
765-285-5293

- The Learning Center provides testing accommodations in the form of proctors, extended time, distraction-reduced environment, readers, scribes, and adaptive technology for students with disabilities.
- Before scheduling an exam at the Learning Center, contact Disability Services to confirm eligibility and discuss appropriate accommodations.
- Students, not faculty, should schedule exams.
- Students should schedule the exam at least 2 business days ahead of the exam date (the Testing Desk is not open on the weekends) by calling 285-3779 or visiting NQ 350. The Learning Center may not be able to accommodate exams scheduled with less than 48 business hours’ notice!
- Students should take the exam when the rest of the class is scheduled to take it. Faculty must approve any exceptions. It is your responsibility to secure your instructor's approval for exceptions or rescheduling of an exam time.
- Unauthorized aids, notes, phones, etc., will be reported to the instructor, and cheating of any kind will result in termination of the exam.
- All other university guidelines for test-taking apply to the Learning Center’s exam administration.
- Test proctors may not explain or express opinions regarding the test. Clarification for specific purposes (directions, procedures, etc.) may be given.

Monday-Friday: 8am-5pm (tests begin at 9am)
Phone: (765) 285-3779
NQ 350
lctesting@bsu.edu

Contact Jim Mills, Learning Center Assistant Director, with questions.
jkmills@bsu.edu
(765) 285-5497