**Manningham U3A - Migrant English Program**

**Record of Tutoring Sessions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Tutor** |  | **Name of Learner** |  |

**Note:** Travel time and lesson preparation time are excluded from the number of hours.

**Location:** Online meeting, private home or public place

| **DATE** | **BRIEF SUMMARY OF SESSION CONTENT** | **NUMBER OF HOURS** | **LOCATION &**  **LEARNER’S INITIALS** |
| --- | --- | --- | --- |
| Session 1  Date |  |  |  |
| Session 2  Date |  |  |  |
| Session 3  Date |  |  |  |
| Session 4  Date |  |  |  |
| Session 5  Date |  |  |  |
| Session 6  Date |  |  |  |
| Session 7  Date |  |  |  |
| Session 8  Date |  |  |  |
| Session 9  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |
| Session  Date |  |  |  |