FAU
CENTER FOR LEARNING
AND STUDENT SUCCESS
Florida Atlantic University

Finding a Tutor & Scheduling Appointments

Here are the step-by-step instructions:

1. Before you start, please note that it is best to utilize Firefox or Google Chrome as your internet browser. TutorTrac does not always display all the menus correctly if you are using Internet Explorer.

2. Go to www.fau.edu/tutoring

3. Click on 'Click here to make an appointment'.

4. It's going to take you to TutorTrac. Once there, log in using your FAU credentials.

5. After logging in, click on 'search availability'.

6. For Center, select one of the following:

    a. Science courses: **Science Learning Center**
    b. Non-Science courses: **Tutoring**
    c. Math courses: **Math Learning Center**

7. For Section, select the course you would like tutoring in.

8. You do NOT need to fill in or change any of the other sections. Click 'Search'.

9. All of the available tutors, times and dates will appear. Click on the time slot that you would like to book the appointment for. (NOTE: If your search does not return any results, please come by the CLASS office (GS 223) and we will look to see if any of our tutors can assist you in your course.)

    *If you need assistance in booking an appointment for any science courses, please visit the Science Learning Center (SLC) located on the 1st floor of the Schmidt Family Complex next to the FAU stadium and across from Campus Rec.

10. When the box pops up, under Reason, select 'Tutoring'. You may also enter your phone number and/or notes about what you're going to need assistance with (optional).

11. Click 'Save'.

Please feel free to contact CLASS at 561-297-0906 or stop by our office (GS 223) if you need further assistance.