Science and Math Tutoring

The Science and Math Learning Center Services and Policies
Scott Hevner Learning Center Specialist

Room: M5819          Telephone Number: (419) 251-1493
Email: scott.hevner@mercycollege.edu

Monday and Wednesday from 9:30 AM to 5:30 PM
Thursday from 2:00 PM to 6:00 PM

Make appointments through Barbara Stundon Telephone: (419) 251-1734
*Distance Ed - Current Online Bachelor Program Students Only - Call (419) 251-1734

Services are generally for biology, chemistry, math and math based nursing classes
(BIO, CHM, MTH and some NUR) department classes, but I will try to help you with any
other classes if I can. Study Skills - I can also teach you how to study for an exam and
take notes in class.

Individual Tutoring: By appointment, generally in ½ to 1 hour blocks, this may be
extended if time permits or there are no other appointments. Tutoring will be exclusive
for that time block. Walk-ins will only be permitted with the consent of the individual
making the appointment. Depending on my schedule, and when you schedule your
appointment, appointments can have the advantage of giving me some advanced notice
so that I may be able to prepare for your session. Please give at least a day notice if you
need to cancel an individual or distance learning tutoring appointment, remember other
students may need this time slot!!!

Walk-In Tutoring: Students may come for tutoring without an appointment and may stay
as long as they need, unless I have other tutoring sessions, commitments, meetings, or
tutoring hours end, etc. If other walk-ins come in time may have to be divided between
them.
Distance Education Tutoring: This must be scheduled through the Student Formation Secretary, Barbara Stundon, a week in advance. This service is only accessible to current online bachelor program students.

When making an appointment or leaving a voice message, include the course name and number and a brief description of what you want me to cover. If it is something in the text or lab manual tell me what the problem number(s) are, the pages and the textbook. For instance, if you are having problems determining the filling of orbitals by electrons, don’t just say you are having problems with electrons. This could be lots of different things!

Come prepared with the specific topics or problems that you are having difficulty with. If you find you are having problems understanding “everything” e.g. large proportions of the material, whole chapters etc., I will still try to help you. However, it will be unlikely that I will be able to cover all the material with you.

Begin studying for exams early! Remember you may be competing with your classmates for appointments – especially during the week before the exam. Read my handout on How to Study for Exams. Begin reviewing material about one to two weeks before the exam to find all the loose ends and then come to the Tutoring Center.

All services are “in-house” only. Eg. I will not check over, edit or proofread home work, assignments or papers while you are not here. This will only be done while you are here with me.