ACADEMIC TUTORING CENTER

Suffolk County Community College – Michael J. Grant Campus

Learning Resource Center, Suite 149

Spring 2023 Online/In-person Tutoring Schedule

Academic Tutoring Center – Phone: (631) 851-6369 Email: tutoringcenterwest@sunysuffolk.edu

Writing Studio – Phone: (631) 851-6245 Email: gwt@sunysuffolk.edu

Mathematics	
Monday	10:00 a.m. – 7:00 p.m.
Tuesday	10:00 a.m. – 7:00 p.m.
Wednesday	10:00 a.m. – 7:00 p.m.
Thursday	10:00 a.m. – 7:00 p.m.
Friday	10:00 a.m. – 4:00 p.m.
Saturday	10:00 a.m. – 4:00 p.m.

Biology/Anatomy & Physiology	
Monday	10:00 a.m. – 1:00 p.m.
Tuesday	1:00 p.m. – 3:00 p.m.
Wednesday	4:00 p.m. – 7:00 p.m.
Thursday	1:00 p.m. – 4:00 p.m.

Biology/A&P Group Review Sessions	
Location: Sagtikos Building	
Monday - Rm 254	2:00 p.m. – 5:00 p.m.
Tuesday - Rm 240	11:00 a.m. – 12:45 p.m.

Chemistry	
Tuesday	4:00 p.m. – 7:00 p.m.
Wednesday	11:00 a.m. – 1:30 p.m.
	4:00 p.m. – 8:00 p.m.
Saturday	10:00 a.m. – 12:00 p.m.

Chemistry Group Review Sessions	
Location: Sagtikos Building, Room 255	
Wednesday	9:30 a.m. – 10:50 a.m.

Nursing	
Tuesday	10:00 a.m. – 2:00 p.m.

Occupational Therapy Assistant	
Tuesday	3:30 p.m. – 5:30 p.m.
Wednesday	12:30 p.m. – 4:30 p.m.

Veterinary Science	
Tuesday	11:30 a.m. – 3:30 p.m.

Writing Studio	
Monday	9:00 a.m. – 7:00 p.m.
Tuesday	9:00 a.m. – 7:00 p.m.
Wednesday	9:00 a.m. – 7:00 p.m.
Thursday	9:00 a.m. – 7:00 p.m.
Friday	9:00 a.m. – 5:00 p.m.
Saturday	10:00 a.m. – 2:00 p.m.

Accounting	
Tuesday	4:00 p.m. – 8:00 p.m.
Wednesday	4:00 p.m. – 7:00 p.m.
Saturday	12:00 p.m. – 2:00 p.m.

Computer Science/IT	
Wednesday	2:00 p.m. – 5:00 p.m.
Thursday	5:00 p.m. – 8:00 p.m.
Saturday	10:00 a.m. – 1:00 p.m.

General Studies	
Monday	10:00 a.m. – 1:00 p.m.
Tuesday	10:00 a.m. – 2:00 p.m.
Wednesday	10:00 a.m. – 1:00 p.m.
Thursday	1:00 p.m. – 4:00 p.m.

Spanish	
Monday	4:00 p.m. – 8:00 p.m.
Wednesday	4:00 p.m. – 8:00 p.m.

French/ ESL/ELL	
Wednesday	4:00 p.m. – 8:00 p.m.

To schedule an appointment, please visit:
sunysuffolk.mywconline.net or
use the QR Code below.

Instructions:

1. **HOW TO REGISTER FOR AN ACCOUNT**
   Go to sunysuffolk.mywconline.net. Click on **'Register for an account'**. Create a login using your Suffolk email address and a 10-plus character password.

2. **HOW TO MAKE AN APPOINTMENT**
   Login to your account at sunysuffolk.mywconline.net. In the **Calendar display**, click on a white box of your choice with the date/time most convenient for you. Complete the appointment pop-up form by choosing whether you would like a Zoom or in-person session. You can also upload any documents you would like to share with the tutor. Click 'CREATE APPOINTMENT'.

   - After scheduling an appointment, check your Suffolk email for confirmation. Please be on time. Allow time for technical difficulties and contact us if they occur.

   - If you scheduled a **Zoom appointment**, the tutor will email you the Zoom information before the session. **In-person appointments** will meet at your scheduled time at the Academic Tutoring Center located in the Learning Resource Center (LRC-149) on the Grant Campus.

3. **HOW TO JOIN THE WAITING LIST**
   If a session is filled that you would like to schedule, you can join the waiting list. In Calendar display, there is a link that appears at the bottom right of each day on the schedule. Click on the link and fill in the pop-up form. If an appointment opens up, a notification will be sent to you via text or email.

4. **HOW TO CANCEL AN APPOINTMENT**
   Log into the Suffolk tutoring portal at sunysuffolk.mywconline.net. Click on your appointment box and click on the 'CANCEL' button.

   CANCELLATION POLICY:
   As a courtesy to your tutor and other students, we ask that you cancel appointments at least 2 hours before the session. This will allow time for another student to schedule that session. If you do not cancel within that time, it will be counted as a missed (no show) appointment. After 3 no shows, your account will be deactivated.

If you have any questions, please email us at tutoringcenterwest@sunysuffolk.edu or call **631-851-6369**.

We look forward to working with you!

The Academic Tutoring Center Staff