



ILLINOIS VALLEY COMMUNITY COLLEGE

Tutoring and Writing Center

Communication Procedures

The Tutoring and Writing Center is happy to communicate student attendance to instructors via different modes such as email, reports, or paper slips. However, we will only communicate at the request of the student. If a student is required to use our services or if they want an instructor to know they visited, they can:

- have a slip of paper filled out during their visit
- run their own report in Accudemia
- contact the Tutoring and Writing Center via their IVCC email and request that we contact the instructor directly