



The Byrd Sanctuary Student Agreement

The Byrd Sanctuary is the Natural Sciences Department tutoring facility that is dedicated to supporting the learning outcomes of students who are enrolled in St. Philip's College Natural Sciences courses. As such, the facility, the learning resources and the available tutors are exclusively committed to supporting students that are taking Science courses at St. Philip's College. Furthermore, The Byrd Sanctuary is an active learning lab with group and tutoring discussions taking place; therefore, students should not expect that the tutoring lab will be a quiet environment like the library. The Byrd Sanctuary supports the St. Philip's College Student Success agreement, in which students are expected to put forth the effort and initiative necessary to be successful in their coursework.

Students who are taking Natural Science courses at other Alamo Colleges campuses are encouraged to discuss with their instructor and the department chair at their respective campuses to identify tutoring resources at that college. ***Under no circumstance will students from other Alamo College District campuses be allowed to utilize the facility, learning resources or tutors for courses they are enrolled in at another Alamo College or a Four-year Institution.***

The Byrd Sanctuary, The Natural Sciences Department and the faculty and staff are committed to supporting students to be successful in their academic endeavors. A significant factor to ensuring the academic success of each student is the individual effort that the student makes themselves to ensure that they are also committed to making the effort to contribute to their personal academic growth and success. As such, expectations of students are detailed below to ensure that the student is successful in their academic courses in the Natural Sciences Department at St. Philip's College. All students should read and understand the expectations that are outlined below and discuss with either their instructor or the coordinator of the Byrd Sanctuary if they have any further questions.

1. An ***Alamo Colleges Banner ID is required*** to access The Byrd Sanctuary facility and resources. Therefore, I will use the Sign-In Kiosks to check-in and check-out with my banner ID upon entering and exiting The Byrd Sanctuary EVERY TIME I utilize the facility.
2. I am expected to use all of the resources available to me when reviewing materials and attempting homework: textbooks, notes, examples, etc. ***prior*** to asking for the assistance of The Byrd Sanctuary tutors.
3. I may not ask for any assistance when taking quizzes, tests, self-assessments, and take-home assignments.

4. The Byrd Sanctuary policies do not allow logging on to web sites that will complete my assignment problems for me. If discovered using such websites, the student will be asked to leave The Byrd Sanctuary and the instructor will be notified of the incident.
5. I understand tutoring is an active and dynamic process that requires engagement and dialogue. Therefore, The Byrd Sanctuary will not always be quiet.
6. Assistance is on a first come-first serve basis, and usually for less than ten minutes at a time. There are not enough resources to provide one-on-one tutoring.
7. Students in Anatomy & Physiology will maintain proper etiquette when handling the models and will return the models to their appropriate location when they are finished. NO FOOD WHEN HANDLING MODELS.
8. The computer stations are restricted to coursework and Alamo Colleges related email. Students are not allowed to access non-ACES email, Google, or any social web sites.
9. Tutors and students alike will be treated respectfully to ensure that an engaging and welcoming atmosphere is maintained for all.
10. No eating or drinking at the computer stations is allowed. All food and drinks must be put away or left on a table away from the computer stations. No food or drinks should be left on the floor where they could be knocked over.
11. Talking or texting on the phone causes unnecessary distractions in the close quarters of the computer stations. Therefore, students are expected to put the phone away while in The Byrd Sanctuary. If necessary, students should exit the tutoring facility to talk on their phone.
12. The Byrd Sanctuary only provides tutoring in Natural Science courses that are taught at St. Philip's College. For other subjects, please visit the lab located in the respective department. For all other campuses, please visit the campus to identify available resources.
13. The policies and procedures of other tutoring facilities at other campuses may differ from those of The Byrd Sanctuary and I will not expect The Byrd Sanctuary to follow such policies and procedures. All tutoring policies in The Byrd Sanctuary are based on SPC Natural Sciences Department Faculty classroom & grading practices, which may differ from other colleges.
14. If more intensive tutoring is necessary, then the student should contact their instructor directly to provide the accommodation.

Print Name: _____

Student Signature: _____

Course and Section: _____

Banner ID: _____

Date: _____