



National Tutoring Association Certification Affiliate Program (NTACA)

(revised 7/11/11)

- Available to academic, community and commercial tutoring providers
- Signals commitment to tutoring excellence through training and ethical conduct
- Qualifies affiliates to display the National Tutoring Association (NTA) logo
- Streamlines the certification process and reduces fees to \$35
- Affiliates may train their staff to conduct workbook based training and NTA certification

Available to School and Commercial Learning Centers

Learning centers that are already part of the Learning Center Affiliate program from Crossroads of Learning (no fee required) may apply to the NTA by submitting an NTA Certification Affiliate agreement. Upon review and acceptance by the NTA, the Learning Center will designate a managerial or staff person to be the liaison for all reporting and administration. A significantly lower processing fee and streamlined certification is then available for staff and tutors they employ, contract, or supervise who have completed any of the “Tutoring Foundations” training programs.

Signals commitment to tutoring excellence through training and ethical conduct

Certification affiliates subscribe to the NTA Tutor Code of Ethics (see reverse side) and promote ongoing training and professional development, leading to certification. Because few states and school districts set guidelines or licensing requirements for tutors, certification helps those who tutor to achieve a professional level of competence in the tutoring services they provide.

Qualifies affiliates to display the NTA logo

Once approved, the certification affiliate may promote itself as a “National Tutoring Association Certification Affiliate” and display the NTA logo in marketing materials and at its facility.

Streamlines the certification process and reduce fees to \$35

Certification affiliates are able to authenticate the required references/practical tutoring hours and submit applications on the behalf of staff and tutors who complete NTA approved training. The \$35 fee for professional certification is predicated upon the certification affiliate maintaining a bi-annual criminal background check for all applicants or verifying that they are a currently credentialed teacher in their local area.

Affiliates may license the training program for internal use and trainer certification

In addition to onsite or online training provided by NTA Master Tutor Trainers, certification affiliates are eligible to train staff through the “Tutoring Foundations” Train-the-Trainer/Workbook program and then licensing the “Tutoring Foundations” curriculum from Crossroads of Learning in either printed or online formats. Certification affiliate staff who conduct trainings are required to have completed the online “Tutoring Foundations” comprehensive program from a trainer perspective and an tutor trainer capstone course. In order to train and certify professional or peer tutors they must successfully achieve NTA Tutor Trainer Certification. For additional information from Crossroads of Learning please call 818.249.9692 or visit www.crossroadsoflearning.com.



NTA Tutor Code of Ethics

1. I understand that my role as a tutor is to never do the student's work for him or her.
2. I will give honest feedback to the student I serve and will not insult my student with false hope or empty flattery; I will always demonstrate faith in my student's learning abilities.
3. I understand that my relationship to the student is professional and not personal.
4. I will show respect for my student's cultural background and personal value system.
5. I recognize that I may not have all the answers to student questions. In this event, I will seek assistance in finding answers to the student's questions and/or direct the student to an appropriate resource for the information.
6. I will maintain accurate records of tutoring sessions as expected and required.
7. I will respect my student's personal dignity at all times.
8. I will be on time for tutoring appointments, not only out of courtesy, but to be a good example for my student to follow.
9. I will keep all information about the student whom I am assigned confidential.
10. I understand that my ultimate goal is to assist my student in learning how he or she best learns and to help my student develop the skills to achieve his or her best, most efficient learning.
11. I will share any concerns I have with my supervisor.
12. I expect to learn along with my student.
13. I will keep current in both my subject area(s) and learning methodologies.
14. I will remain flexible to my approach to student learning, respectful of the various learning styles.
15. I will share techniques for improved study skills with my students.

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