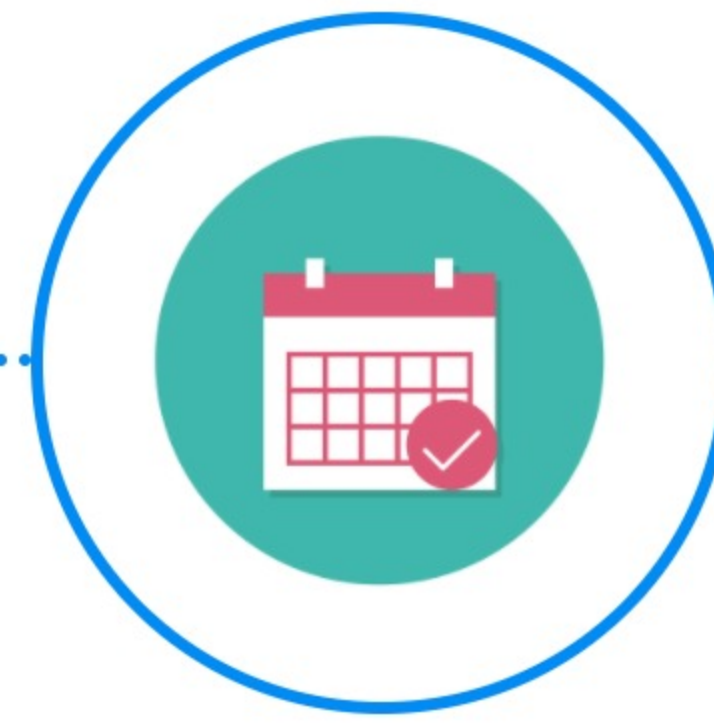


# Academic Integrity Remediation: The Process



## 1 Check Sheridan email

If your professor has requested that you complete remediation as part of a level 1 sanction, you will receive an email outlining next steps and the deadline. The purpose of remediation is to help you learn how to cite properly and avoid future academic integrity breaches.



## 2 Make an appointment

After receiving notification, set up an appointment with an Academic Integrity Remediation (AIR) Specialist online at: [sheridan.mywconline.com](http://sheridan.mywconline.com) OR in person at the Tutoring Centre at your campus. Don't delay -- you have **30 days** to complete.



## 4 Complete the tutorial

Locate the tutorial within SLATE by following the instructions provided. As you go through the tutorial, you will learn about academic integrity: what it is, why it's important, and how you can avoid engaging in academic integrity breaches such as cheating and plagiarism. The tutorial will take about an hour to complete.



## 3 Get informed

The AIR Specialist will email you to confirm your appointment. They will also register you in the Academic Integrity Tutorial which you **must complete prior to the appointment**. You will be provided with instructions on how to access this tutorial in SLATE.



## 5 Meet with AIRS

During your meeting with the AIR Specialist, be sure to ask any questions you might have. These questions can be related to your assignment, the tutorial or any questions you may have about research and citation.



## 6 Take remediation quiz

During your meeting with the AIR Specialist, you will complete a quiz. You must score 80% or higher in order to complete the remediation process. Don't worry, if you don't score 80% the first time, a retake is possible.



## 7 Get proof of completion

Once you've successfully completed the quiz, the AIR Specialist will provide you with a signed remediation form showing that you've completed remediation. Bring this form to your professor. **Congratulations, you've now completed the remediation process!**