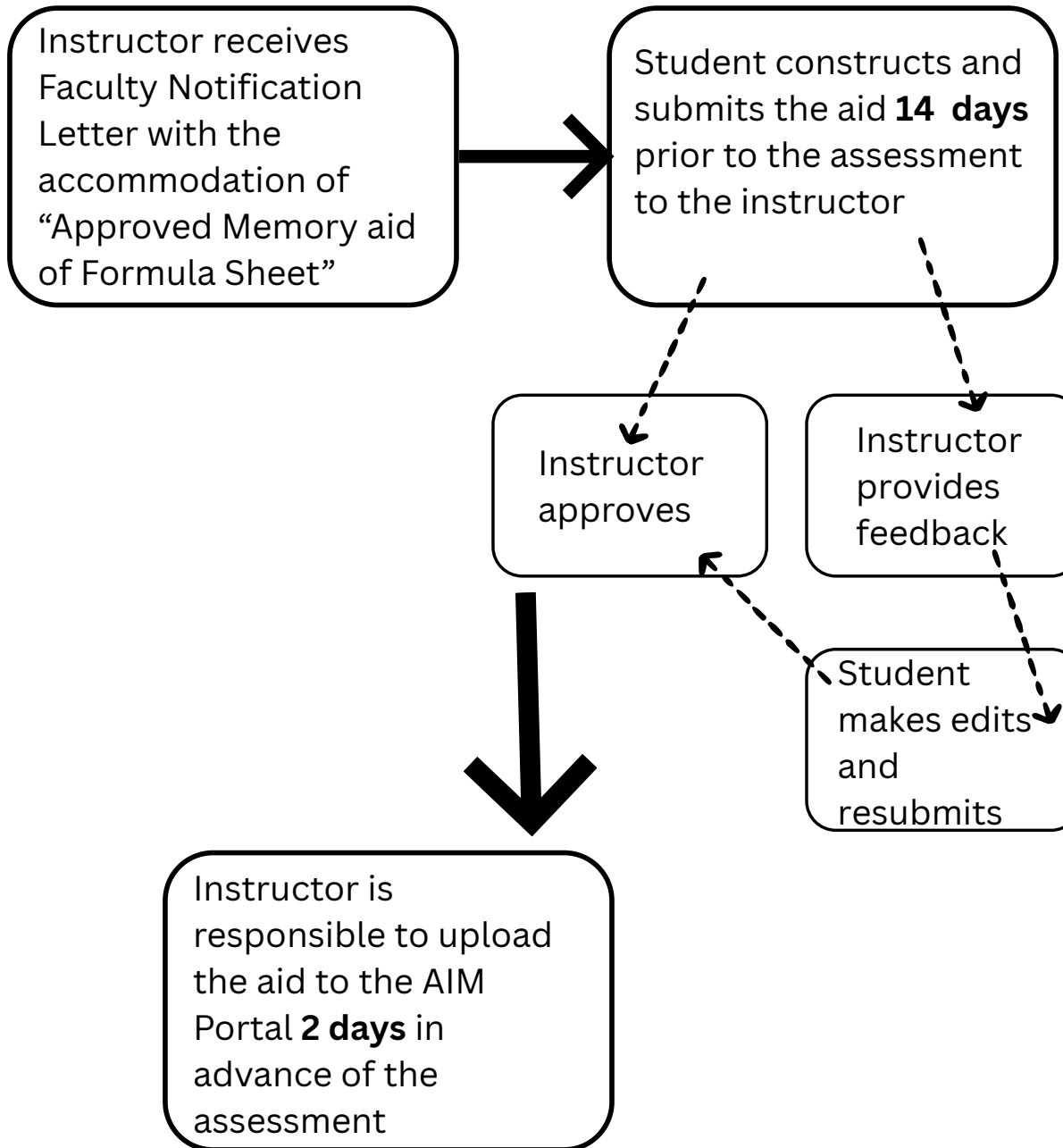
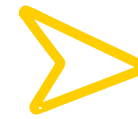


Timing and process for Memory Aid/ Formula Sheet



The only way an aid can be used is if it was approved by the instructor and uploaded in AIM, through the faculty portal.



If the timelines are not met, then the Instructor does not have to approve the memory/formula aid



If new information is presented in class and a student would like to **add** to the aid they can do so within **24 hours** of the assessment.



ALL Memory Aids/Formula Sheets **MUST** be uploaded through the AIM portal.