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|  | **PEER TUTORING (Content, Math, & Writing)Book an Online Appointment****http://bit.ly/MOPeerTutor** |

**How to book an online Peer Tutoring appointment**

**Step 1:** Go to the **Peer Tutor booking website**: <https://mohawk2.mywconline.com/>

**Step 2:**  **LOGIN** to your account.

*If you have not already registered, click on “First visit? Book your appointment today” to complete registration. Then log into your account.*

**Step 3:** First, select drop down and **CHOOSE A SCHEDULE by either Course, Math, Writing, ESL, or Study Skills**

**Step 4:** Next, **SELECT YOUR COURSE by course code** from the drop down

**Step 5:** Click an available **WHITE BOX,** type in what you need help with, and then click

 **“SAVE APPOINTMENT”**

**Your appointment will appear in yellow on the calendar.**

**Step 4**

**Step 3**

**You will receive a confirmation e-mail with the details of your appointment.**

**What if my tutor does not have any openings?**

View our drop-in, group, or open lab schedules in your subject area, by visit our website:

<http://www.mohawkcollege.ca/peertutoring>

Need help with a paper/report? Visit the **Writing Centre**

<http://www.mohawkcollege.ca/writing-centre>

Need help with Math? Visit the **Math Learning Centre**

<http://www.mohawkcollege.ca/mlc>

**What if my course is not listed on the online booking site?**

Contact us and let us know what course you need help with:

* + Call: **905-575-1212 x 3279**
	+ Email: **lsc@mohawkcollege.ca**
	+ Every attempt will be made to match you with a tutor but **we cannot guarantee a tutor for every course offered at the college.**

**Peer Tutoring FAQS**

Peer Tutors provide support primarily for **first year subjects** for students in**2-3-year diploma programs**

**How many hours of FREE one-to-one Peer Tutoring can I access?**

* **3** hours per week, per service (Course, Writing, Math)

**What should I bring to my appointment?**

* Textbooks
* Notes
* Other necessary materials

**Come prepared!
Peer Tutoring is not a replacement for missing class!**

**How far in advance can I book an appointment?**

* **2-7 days** in advance for Course Tutoring
* Writing, Math & ESL – can book up to 10 minutes beforehand

**Where do I meet my peer tutor?**

* **WC Online**

 All tutoring must take place online

**Who will be my peer tutor?**

* An upper semester student in your program

 **How do I cancel an appointment?**

**A tutor can help you:**

* Review your homework
* Answer questions about course content
* Practice questions
* Explain concepts
* Help prepare for tests
* Help prepare for a presentation
* Offer study tips

**Tutors will NOT do your homework or eLearn quizzes for you**

* **Cancel up to 3 hours before your appointment by clicking on your appointment in yellow, scrolling down, and select “Cancel Appointment”**
* **To cancel after the 3-hour mark, please contact us:**
	+ Call **905-575-1212 x 3279**
	+ E-mail **lsc****@mohawkcollege.ca**
* Two late cancellations may result in suspension of booking ability for the remainder of the semester

 **What happens if I miss an appointment?**

* Log on to your appointment 5 mins before, if you can. You must show up within **15 minutes** of your start time or it will be marked as a **no-show**
* Two no-shows will result in suspension of your account until you speak with an LSC staff member
* Missing any future appointments may result in suspension of booking ability for the remainder of the semester

**What happens if my tutor has to miss my appointment?**

* Every effort will be made to **notify you by email** **– check your Mohawk email daily!**
* Unfortunately, we cannot guarantee another tutor will be available for their time slot
* We do our best to post cancellations for drop-in/group tutoring on our front window