Request to Re-test

This form is a request to be granted the opportunity to re-test. Completing this form does not guarantee that you will be permitted to re-test. Your teacher will make a decision based on the following requirements:

1. The form must be completed and submitted to the teacher no later than 3 class periods after graded tests have been returned.
2. The form must be complete, and all necessary attachments included.
3. All classwork/homework related to the concept has been completed and submitted on time for a grade prior to the original test (meaning you did what you were supposed to do the first time around).
4. You do not have any unexcused absences during the time the concepts on the test were covered.
5. You do not have more than 1 unexcused tardy to class during the time the concepts on the test were covered.
6. You exhibit appropriate classroom behavior.
7. Re-tests will not be granted to students who were found to have been academically dishonest during the first test.

**The Basics:**

Name:

Date:

Class Block:

Unit to re-test:

**Reflect:**

Previous Test Score:

Write a brief description (2-3 sentences) describing the circumstances/reasons for your previous test performance:

**Three activities I will do to improve my understanding of the material covered on this test:**

1. **­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
2. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
3. **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Items to attach:**

1. Previous test with corrections in red. 2- Proof of your activities. 3- All classwork/homework related to this unit.

**Request: I request the opportunity to retest this concept. I have worked hard to improve my understanding of the concepts covered on this test. I understand that not all requests will be granted. If I am granted this request I must make arrangements to re-test on my own time (lunch, free period, after school) and understand that I will only be given one opportunity to re-test. Failure to show for the scheduled time will result in forfeiting the opportunity to re-test.**

**Student’s signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:­\_\_\_\_\_\_\_\_**

**Parent/Guardian signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:­\_\_\_\_\_\_\_\_**

**For teacher use only:**

**\_\_\_\_Request submitted on time and complete.**

**\_\_\_\_All attachments submitted and acceptable.**

**\_\_\_\_No unexcused absences.**

**\_\_\_\_Not more than 1 unexcused tardy.**

**\_\_\_\_ appropriate classroom behavior.**

**\_\_\_\_Request Granted:**

 **Mutually agreed upon time to re-test:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_Request Denied:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Teacher Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**