

Alton C. Crews Middle School

Retest Plan

- The retest request **must be student initiated** within five (5) school days after receiving the grade.
- All assignments, study guides and projects must be completed and turned in before requesting a retest.
- The recorded grade will be the higher of the original or retake grade.
- Retest applications will not be accepted during the last five (5) days of any semester.
- No retest is permitted for Interim Assessments.
- Maximum retest opportunity: Two (2) retests per content area per semester grading period.

Name: _____ Teacher / Subject: _____

Date test grade returned: _____

Personal Reflection: What factors contributed to the need for this retest? What will I do differently to improve?

(Use back as necessary)

Plan of Action: What is my plan of action to prepare for the retest opportunity?

Options may include test corrections, test analysis, and/or early morning help.

(Use back as necessary)

Student Signature: _____

Parent Signature: _____

(Section to be completed by the teacher and signed copy returned to the student for use as a hall pass)

Student Name: _____

Date request received by teacher: _____

Retest Opportunity date: _____

Location / Time: _____

Teacher Signature: _____

Date: _____