

Test Retake Application

Student's Name: _____ Period: _____ Date: _____
 Test Title: _____ Date of Test: _____ Your Score: _____

Please state the reason you would like to retake this test:

I would like to retake the test because I want to get a better grade than that

1. I understand the purpose of a retake is to improve my knowledge and skills and I agree to take the responsibility to prepare myself:

Check all that you did to prepare LAST TIME	Check all that you'll do to prepare THIS TIME (Pick at least 2)
_____ I reviewed study guide and my notes	__ I will review study guide and my notes
_____ I reread unit material (class handouts and textbook)	_____ I will reread unit material (class handouts and textbook)
_____ I reviewed unit material with a friend or parent	_____ I will review unit material with a friend or parent
_____ I created flashcards/notecards/ outlines	_____ I will create flashcards/notecards/ outlines
_____ I reviewed study guide and my notes	_____ I will review study guide and my notes
_____ I reviewed pre-tests, quizzes, or created my own	_____ I will review pre-tests, quizzes, or create my own
_____ I completed all homework assignments	_____ I will complete unfinished homework assignments
_____ I met with my teacher to review the material	_____ I will meet with my teacher to review the material
_____ Other: _____	_____ Other: _____

2. I have read and understand the "policy for Test Retakes for Guardian Angels Academy" printed on page number 2 (or on the back of this page)

Student Signature _____ Parent Signature _____

(Your teacher will respond to your request as soon as possible)

Policy for Test Retakes – Guardian Angels Academy

- Only unit tests (not quizzes) may be retaken.
- Only forms completely filled out will be accepted.
- A different test assessing the standards may be provided.
- The higher test score earned will be recorded.
- Students caught cheating will receive a “0” and lose future retake privileges.
- A student’s request may be declined at the teacher’s discretion.

Student’s must:

- Make the request on the appropriate form.
- Fill out the entire form.
- Turn in the form within three days of receiving the grade.
- Obtain a parent signature on the Test Retake Form.
- Retake the test within one week from the return of the original test.
- Retake the test after school or at lunch on the designated day.