

Test Retake Policy

1. All homework must be completed and turned in on time.

Homework is a vital part of the learning process. It benefits both the students and the teacher. Homework is assigned almost every night and should take most students 15 to 20 minutes to complete. I encourage students when they are stuck on a question to write a reasonable answer and move on. Every question must be answered. Question marks and "I do not know" are unacceptable answers. While the students are correcting their own answers, I check each student's paper to make sure that every question has been attempted. At the start of every class, I give the students the answers to the homework, then we go over any problem they are unsure of how to get the correct answer. After they have had ample time to check and correct their work, I have gone over any problems that are unclear, the homework is then collected and graded. This is the first step for students to qualify to retake a test since completing the homework is evidence of good preparation.

2. Study Guides must be completed and turned in on time.

Throughout each chapter a lot of material is covered. At the end of each chapter, the test is designed to test student knowledge on the most essential skills/material from each chapter. Study Guides are given to help students prepare for the test and help them identify the essential skills from the chapter. This assures students have studied for and clarified any skills prior to the test.

3. Any test can be retaken. Students must correct all missed questions on the Test and returned to Mrs. Beckwith at the beginning of 5th period.

4. Students complete a new Study Guide and turn it into Mrs. Beckwith at the beginning of 5th period.

5. After the study guide is completed, students must spend 30 minutes with a tutor. Tutors can be: parents, older siblings, relative, neighbors, another student in the class that received at least a 95% on the test.

6. Students will then schedule a time to retake the test with Mrs. Beckwith. The corrected test, new study guide, and retake must be completed within 5 school days.

7. All retake grades replace the prior test grade.

Quiz Retake

1. Correct answers on quiz and return to Mrs. Beckwith.

2. Bring the corrected quiz and a pencil to Mrs. Beckwith's room at the beginning of 7th period to retake the quiz.

I have read and understand the retake policy for Mrs. Beckwith's class.

Parent Signature: _____

Parent's printed name: _____

Student Signature: _____