

## Delsea Middle School Test Retake Reflection and Permission Form

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Subject: \_\_\_\_\_ Assessment: \_\_\_\_\_

Teacher: \_\_\_\_\_ Period: \_\_\_\_\_

Original Score: \_\_\_\_\_ of \_\_\_\_\_ Date Student Received Score: \_\_\_\_\_

Date of Retake: \_\_\_\_\_ \*\* Retakes are provided at the discretion of the teacher\*\*

### Part 1: Steps to Retake/Redo on Assessment:

1. Complete this form.
2. Complete any missing work related to the assessment. See your teacher, if needed, for the list of assignments.
3. Attend tutoring session(s) with the teacher to reinforce the content if needed.
4. The retest will be done with a teacher during Academic Enrichment or before/after school.

### Part 2: Student Reflection

In your own words, why did you not do well?

### Part 3: Preparation

Please explain how you plan to prepare differently for the retake. You must include at least four options from the list on the next page or create your own.

### Part 4: Request

I request the opportunity to retake/redo this assessment by completing the above steps.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

A retake for this test is due on or before this date: \_\_\_\_\_

## HOW CAN I PREPARE FOR THE RETAKE?

Complete the study guide

Complete any make-up work

Study a minimum of 15 minutes each day for 3 days

Participate in class more - be more engaged

Complete missing homework assignments

Make better use of class time

Ask questions on topics I do not understand

Take detailed notes in class

Pay more attention in class - focus more

Go to the teacher regularly for Academic Enrichment

Stay after school with the teacher

Study with a friend or family member

Check my answers on homework questions with a classmate

Review vocabulary

Improve my attendance - be present, arrive on time, stay the entire day

Look over old assignments

Rewrite my notes

Review/organize my notes from class

Use Quizlet or flashcards

Read or Re-read assigned articles/stories

Properly annotate while I read - look over my annotations

Increase my effort in class

Conduct research online

Attend Homework Clinic after school

Attend before or after school tutoring sessions (when offered)

Make sure I know what the test is on and when it is given

Read the directions - clarify the directions if I do not understand

Study online - watch videos, IXL, utilize the help-me-solve feature on mathxforschool

Re-do homework problems

Improve my performance in group activities

Keep a reflective journal

Set a goal for myself and record steps I take toward reaching it

Practice my performance - rehearse

Keep a vocabulary journal

Honestly evaluate my own work - look for ways to improve

## Stipulations

Delsea Middle School will allow retakes as a way to demonstrate increased learning.

Qualifying grades - any student who receives a score of 74 or lower may retake.

A retake may only be granted if a legitimate attempt at the original assessment was made first. Students will receive *one* retake opportunity per assignment.

Retakes are not permitted on homework, classwork or the marking period assessment.

Students will receive an average of the original grade and the retake grade as long as a student's grade on the assessment improves.

The retake could include a portion of the original assessment or a different assessment (different format, different questions etc.).

The retake should be completed within two weeks of the student receiving the original test score.

Students must complete the list of teacher required assignments in order to receive a retake. Credit will not be given for the make up assignments.

It is the student's responsibility to approach the teacher for a retake. Teachers will remind students the option is available.