

Summative Assessment Retake Request

Directions: Students wishing to retake a summative assessment must fill in this form.

Name: _____

Class Period: _____

Reason for retake request: To improve performance Did not qualify to take the summative due to missing work

Date of original assessment: _____ **Grade on original assessment:** _____

Learning Objectives/Concepts to Retest:

- 1)
- 2)
- 3)
- 4)

To retake a summative, student must attend a tutoring session OR submit a formative assessment

I Attended a Tutoring Session

When did you go? _____

Where was the tutoring session held? _____

Who tutored you? _____

Describe what you did to improve your abilities: _____

STAFF SIGNATURE: _____

I am submitting an improved formative assessment. (Remember to attach the work.)

Title/Description: _____

How does this work demonstrate improved abilities? _____

Request

I request the opportunity to show mastery. I have worked hard to improve my knowledge and skill. I understand that this privilege can be denied by my teacher for abuse of the retake policy.

Student Signature

Date