

RETESTING GUIDELINES

1. All classes will offer retesting. All teachers must follow the guidelines that have been established.
2. Students will be allowed to retake a unit test or redo a project if their score is below **85%**.

Note: The English department will establish guidelines for writing assignments.

3. Students cannot retake semester exams if they earned credit for the semester.
4. Teachers may choose to allow students to redo assignments or retake quizzes on which they did not receive **85%**.
5. The highest grade a student will receive on a retest is **85%**.
6. Students will be required to offer proof that they studied for the retest.
7. Each department will establish timelines for retesting. Students may be required to retest outside regular class time.
8. Students will be allowed to retake each test one time only unless a parent requests a second retest. If a student needs to retest frequently, parental involvement will be required for retesting.
9. A department may establish additional guidelines if there are circumstances that are unique to that department.
10. There may be extenuating circumstances that require the teacher to make decisions regarding retesting on an individual basis.