

# TEST RETAKE FORM



## Glen Ellyn School District 41

Dr. Christopher Dransoff, Principal of Hadley Junior High School

Date \_\_\_\_\_

Dear Parent/Guardian:

Your child's performance on the recent \_\_\_\_\_ test did not exhibit the progress representative of a student who met the standards for this unit of study. As your child is accountable for these standards, a retake is being offered Tuesday, Wednesday, or Thursday before (7:55-8:25 AM) or after (3:30-4:00 PM) school during the next two weeks at the Testing Center located in Room 120 before school/POD B after school at Hadley. A student may need two testing sessions in order to complete the assessment.

The practice of allowing retakes is only offered to a student three times per year. By agreeing to retake this test, your student also agrees to take the necessary actions to prepare for this valuable opportunity. Applicable measures are noted on the attached Obligation Form.

Feel free to contact the teacher if you should have any questions.

Sincerely, \_\_\_\_\_

\*\*\*\*\*

### PARENTS - KEEP FOR YOUR RECORDS

#### TESTING TIMES AVAILABLE

(pick two)

Week of: \_\_\_\_\_

Week of: \_\_\_\_\_

- Tuesday AM
- Tuesday PM
- Wednesday AM
- Wednesday PM
- Thursday AM
- Thursday PM

- Tuesday AM
- Tuesday PM
- Wednesday AM
- Wednesday PM
- Thursday AM
- Thursday PM

\_\_\_\_\_  
Name of Student (printed)

\_\_\_\_\_  
Test to be retaken

Hadley Junior High School, 240 Hawthorne Blvd., Glen Ellyn, IL 60137

Phone 630.790.6450 Fax 630.790.6469 www.d41.org/schools/hadley

# TEST RETAKE OBLIGATION FORM

(to be returned to the classroom teacher within 2 days)

**There are no retakes for listening and speaking assessment or placement exams.**

I understand the practice of permitting retakes to improve student performance is allowed only three times per year. In order to fully make the most of this learning opportunity, I agree to take the following steps to prepare myself for the test:

set an appointment and meet with teacher to review material \_\_\_\_\_  
time and date  
and (pick one and discuss this with your teacher at the meeting)

\_\_\_\_\_ revisit class notes.

\_\_\_\_\_ reread text material.

\_\_\_\_\_ review workbook pages and worksheets. (Focus on corrections made.)

\_\_\_\_\_ study buddy session.\*

\_\_\_\_\_ utilize home study time to further understanding.\*

\_\_\_\_\_ utilize online textbook resources to review.

French: [www.classzone.com](http://www.classzone.com)

Spanish: [www.phschool.com](http://www.phschool.com)

\_\_\_\_\_ other idea I have.

\_\_\_\_\_  
Explain and discuss with your teacher.

\*BE SURE SOMEONE QUIZZES YOU IF THIS METHOD IS USED TO PREPARE!

## TESTING TIMES AVAILABLE

**(pick two)**

Week of: \_\_\_\_\_

Week of: \_\_\_\_\_

- Tuesday AM
- Tuesday PM
- Wednesday AM
- Wednesday PM
- Thursday AM
- Thursday PM

- Tuesday AM
- Tuesday PM
- Wednesday AM
- Wednesday PM
- Thursday AM
- Thursday PM

Date \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature