

RETAKE or REDO FORM

Name: _____ Date: _____ Subject: _____

Name of assignment/test that you want to redo/retake: _____

What was your score on this assignment?

Have you done a retake on this assignment/test already? Yes No

REFLECT:

Please check why you did not meet the standards on this assignment?

☐ I didn't study appropriately. Explain: _____

☐ I didn't understand: _____

☐ I made careless mistakes on: _____

☐ Other: _____

What could you have done better on your last attempt at this assignment/test?

ACTION:

In order to retake/redo this test/assignment, you must complete the following steps:

1. Complete this retake/redo ticket and share with me
2. Complete all incomplete assignment prior to retake/redo
3. Share with me how you studied for the test; show me notes
4. Review each missed question on the test. Correct and explain why you missed each one.
5. Explain to me new way you will study for this test.
6. Retake/Redo date: _____

Late or Incomplete Assignment Form

Name: _____ Date: _____

Missing Assignment: _____

Reason for missing the due date:

- ☐ School-based sports/extracurricular
- ☐ Job/work requirements
- ☐ Difficulty with material/lack of understanding
- ☐ Procrastination
- ☐ Heavy course load
- ☐ Club or group event out of school
- ☐ Other: _____

Revised Completion Date: _____

Interventions/Support Required:

- ☐ Extra study/home-based effort
- ☐ Homework club
- ☐ Extra help from teacher
- ☐ Tutorial
- ☐ Use of planner
- ☐ Help with time management
- ☐ Counselor visit
- ☐ Other: _____

Notes:

