**Retest Procedure**

If your test score is below 80%, you may retest according to the HCMS Retest Policy.

**Pre-AP Math 8 students** are allowed to retest *one time per quarter*. **Math 8 students** may retest if any test score is below 80%. This policy is campus-wide.

The maximum percentage score on a retest is 80%.

In order to qualify to take a retest, you must fulfill the following requirements:

1. Print, sign & date **a retest contract** from Google Classroom on the day your graded test is returned to you.
2. Meet the deadline dates specified on the retest contract:

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| Number of School Days After Test is Returned | Due |
| 1 | **Retest contract**  *signed by student & guardian* |
| 1 | **All unit assignments**  *complete, correct, and in chronological order* |
| 4 | Bring **test corrections** to a morning tutorial.  *If you need to make additional corrections, you will have time to meet the Day 4 deadline if you have submitted them earlier*. |
| 4 | Turn in a ***self-reflection*** that explains your specific plan for success in the future. What do you commit to change? |
| 5 | After you receive approval to retest based on your completion of the contract stipulations, ***a retest will be placed in the Testing Center for you***. That retest must be completed in a single sitting by the end of Day 5 after receipt of your graded test.  *The Testing Center is open at 7:35 a.m. Monday through Friday and at 4:00 p.m. Monday through Thursday. Therefore, if Day 5 is a Friday, your retest must be completed by 8:30 a.m. on that day.* |