**2012-2013 SLJH Retest/Redo Policy**

We believe that it is critical for all students to demonstrate mastery of content in all core subject and elective areas. SLJH is committed to holding learning as constant, while recognizing that the time it takes for each individual student to master objectives may vary. To ensure that each student has the opportunity to demonstrate mastery of content, SLJH will implement the following retest/redo guidelines for all students:

* Students are eligible to retest/redo major assignments, tests or projects in any course level if they meet the following criteria:
* No missing assignments in the individual course
* Must attend a tutoring session scheduled by the teacher
* Must have parent permission to attend tutorial session
* Students will have one opportunity to retest/redo per major assignment
* Students receiving a grade below a 70 on a major assignment will have the opportunity to retest/redo for a maximum grade of a 70.
* Students must schedule retest/redo tutorial sessions with their classroom teacher, as well as make arrangements to retest or redo major assignments, tests and projects. Once the retest/redo date has passed, there will be no other opportunity to retest.
* Major projects must be submitted on time in order to be eligible for improvement opportunities. Additional criteria includes:
* No missing assignments in the individual course
* Must make arrangements to meet with teacher to discuss alternate project
* Parent permission form must be complete and returned to teacher
* Major projects must be submitted within 5 school days in order to be eligible for redo opportunity.
* Semester exams and 3rd and 6th six weeks common assessments are in a category of their own and are not allowed to be retested.

**Late Work Procedures**

* No homework or assignments categorized as “other” will be accepted late for credit.
* The lowest grade in the “other” category will be dropped each six weeks.

Minor/Major assignments submitted late will receive a 20 point penalty per day