

**MHS Re-teach/Redo Guidelines: Course Retest Policy**

On scheduled retest day, student must turn in before testing the following:

- Complete the review (if one is assigned) with a 70% or better.
- All homework must be turned in with a 70% or better.
- All associated projects must be turned in with a 70% or better.
- Tutorial sessions are required for exam grades of lower than a 55%.

Timeline for re-test of an exam:

- Retest must be completed no later than 5 school days after the assessment score has been posted to HAC for a grade no greater than a 70. (Multiple tutorial opportunities will be available before due date.)

Student is absent the day of the test:

- Student will be allowed 2 days to make up test from the day they get back to campus; students who do not meet this requirement will earn a grade of 0 and are allowed to take the retest for up to a maximum grade of a 70.

Quizzes and Homework

- Quiz and homework grades may be raised up to the grade achieved on the portion of the exam covered by the quiz. This does not include spiral exam grades.
- Missed quiz and homework grades will be replaced by the exam portion that covers the quiz topic. There will be no makeup quizzes.
- Exceptions: see the retest policy

***TAKS Projects***

- Projects handed on the due date may be corrected as outlined in class for an addition half of the points lost on the first attempt. Example: first try 60%, second try maximum 80%.
- Projects handed in one day late will earn a maximum of 70% with no corrections allowed
- Projects handed in later than one day will receive a maximum of 50% with no corrections allowed.

***In-class Projects***

- No corrections accepted
- Absent students will be given the necessary data to complete the project on their own time and will be due 2 classes after the assignment has been made.

***Grade Categories***

Daily/Minor Grades/Quizzes **25%**

Assessments (unit and spiral exams and in-class and homework projects) **75%**

Each category will contain an adequate number of grades to represent the student's mastery of the course objectives. No single assessment will exceed 30% of the grade and no 2 assessments combined will exceed 50% of the grade.