

Step 0: All Homework Completed?

You may only retake an assessment if you have earned at least 70% on each homework assignment from that chapter. Have you done so? If so, sign:

x _____

Step 1: Record Your Results

Enter the **topic** and **score** for each assessment you are correcting. (Leave the last column empty for now.)

You can request up to **five reassessments** per Assessment Corrections cover page.

Topic	Rating (Beg., Dev., or Prof.)	Reassessment Date/Time (Not reassessing? Write "N/R")

Step 2: Correct Your Mistakes

For **each problem** you missed, do the following:

- ◆ Copy the **key parts** of the problem again on a separate piece of paper.
- ◆ Re-do each problem correctly, showing a clear record of your thinking.
- ◆ Describe (using a complete sentence) each mistake, error, etc.

For **each assessment**, do the following (on your "separate piece of paper"):

- ◆ Write a statement (2-3 sentences) summarizing the primary reason(s) for your mistake(s).

Step 3: Reflect

In the space below, record your thoughts about your assessment and score. Are you satisfied? Thrilled? Disappointed? Surprised? Explain. **(One sentence is not enough.)**

Step 4: Prepare for a Reassessment

If you plan to reassess any of these topics, complete the third column in the table above. (For example, you might write "Tue, Mar 11, Lunch.")

Then, describe (in detail) in the space below what you plan to do in order to prepare for the reassessments. **(Be specific! "I'm going to study" is not enough.)**

Step 5: Prepare your Evidence

In order to take a reassessment, you must bring **evidence** of your preparation, including (but not limited to) these Assessment Corrections. When you arrive, make sure they're stapled in this order:

1. Cover page (this page)
2. New work (the corrections)
3. Original assessment
4. Additional studying/preparations

Once you have this packet completed and stapled, email Mr. Fenton to officially request a reassessment.