**TEST RETAKE & TUTORIAL POLICY for APHG Mr. Wharton**

* The retake will cover the same unit content. As before, your test study guide and Ethel Wood should be used to guide your preparation.
* **Evidence of preparation must be presented to Mr. Wharton. This is your “entry ticket” to retake the test, and no retake will be given without it. Evidence must consist of the following:**

1. **Attendance in a tutorial session to review the questions you missed on the first test.**
2. **All study guide information (explain concepts and answer questions listed on the study guide) must written out by hand, in the test taker’s handwriting, in an organized format. You may do this independently and come to the test retake session with it or complete it in tutorial.**

* Mr. Wharton will give you a test retake deadline for each unit test. Only one retake may be done for a unit test.
* **Retake grades will replace the original test grade.**
* Quizzes and end of semester exams MAY NOT be retaken.
* Retakes are during scheduled tutorials or by appointment:
  + Tutorials: Thursdays, 3:40-4:30pm in C407 (and by appointment).
* Mr. Wharton reserves the right to make changes to this policy at any time.

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