

# Testing Center – assessment / test / quiz

Application - missed test

Date of request:

If possible attach the assessment to this application – There should be one for each of the students that missed the original test date. . Staff in the testing center will find an appropriate time for the student to take the assessment and take them from a study hall etc. . . . Please submit this to the High School office. This form may be submitted electronically.

Teacher :

Class/course:

Date of original test:

Period:

Students:

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Are there any special requests?

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Signature of Teacher requesting approval for use of the testing center

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Approved by Building Principal

This should be routed to the testing center after approval.