Late Work / Early Test Agreement

Course: _____________  Student: __________________________

Type of Agreement:

- [ ] Early Test
- [ ] Missed Test
- [ ] Missed Quiz
- [ ] Missed Lab
- [ ] Missed Homework
- [ ] Other Missed Work: ________________________________

Original Due Date: / /

Reason: [ ] Documented  [ ] Undocumented  Credit level: ______ percent

(students: write reason in this box)

New Date:

- [ ] A [makeup] early] exam is scheduled on _______________ at _____ AM PM in building ______________ room ______________.
- [ ] Original missed work is due _______________ at ______ AM PM end of class.
- [ ] Replacement missed work is due _______________ at ______ AM PM end of class.
  Replacement work: ______________________________________________________

Failure to appear as scheduled or to turn in the missed work at the agreed time will result in a grade of zero for that work.

Instructor: ______________________________ date __________

Student: ______________________________ date __________

Completed: / / Instructor initials: ______________