

The Missed Test Dilemma

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Students who have a legitimate excuse for missing a test should not be punished for something that is beyond their control. But, you must define what is a legitimate excuse.



I request students notify me in advance, if possible that a test will be missed. Explain your test make-up policies in your class syllabus. I clearly communicate my intention to rigidly enforce the makeup policy that, by the way, offers specific examples of some irresponsible and excusable situations.

If I accept the excuse, then the student is required to write a two-page paper based on topics from the missed test chapters. This paper is graded pass/fail. Assuming the paper earns a passing grade, the next test the student takes counts twice the normal value.

Students who legitimately miss a scheduled test should take an equivalent test as soon as possible. This, however, has proven to be unrealistic for me to manage as a part-timer. Furthermore, it's not a workable solution to construct a second test for one or two students because I simply cannot find time to administer a second test. As a part-time instructor, I'm expected to accomplish many of the same tasks as full-time teachers.