

## Proctor Security Agreement for the Administration of the ACCUPLACER for Arizona State University

Proctor Qualifications:

- ♦ Is familiar with accepted practices for administering standardized tests
- ♦ Has no vested interest in the student's scores
- ♦ Is not related to the student
- ♦ Is employed by an educational institution **and a member of the Consortium of College Testing Centers (CCTC).**

I, \_\_\_\_\_ , certify that I meet the proctor qualifications listed  
(name of designated test proctor)

above, and I agree to administer the ACCUPLACER WritePlacer Plus test to

\_\_\_\_\_, ID # \_\_\_\_\_ ,  
(name of student)

in a secure, proctored environment and to be present throughout the testing session.

I agree to verify the identification of the student named above by the use of a picture ID issued by a state or federal agency (i.e. driver's license, passport, military ID).

I agree to take all necessary precautions and actions to ensure the security and confidentiality of the ACCUPLACER Computerized Placement tests (CPTs) item pools.

I agree NOT to reproduce or copy, in any fashion, in whole or part, any of the materials of the ACCUPLACER system. I acknowledge that all said materials are copyrighted, and I agree NOT to share, in any way, such materials with any unauthorized persons.

Agreed to and accepted by:

Designated Test Proctor \_\_\_\_\_  
(Please print name here)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Fax (\_\_\_\_\_) \_\_\_\_\_

Complete this form and send it to:

University Testing & Scanning Services  
Arizona State University  
PO Box 875404  
Tempe, AZ 85287-5404  
480-965-7146  
480-965-6859 (fax)  
uts@asu.edu (email)