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Kentucky State-Required Assessments Nondisclosure Agreement Form

State-required student assessments provided by the Kentucky Department of Education (KDE) or optional assessments reported in state accountability are considered secure materials. The system design requires that all items (test questions, writing prompts, attainment tasks and transition attainment record items) remain secure. **To protect the security of the tests, only authorized persons are permitted to view the test questions.** With the exception of items released by KDE with official assessment and accountability reports, test questions, draft or final, and all supporting assessment materials or notes are to be regarded as secure documents. Thus, they may not be reproduced, discussed, or in any way released or distributed to unauthorized personnel. All individuals must annually sign this form committing to nondisclosure of information and to following appropriate practices as outlined in the Administration Code for Kentucky's Education Assessment Program (703 KAR 5:080).

Any reports or other communications based on the authorized use of secure assessment materials must be reviewed by the Office of Assessment and Accountability (OAA) or its designated agent prior to distribution or dissemination by the user. Permission for authorized use of assessment and accountability materials may be granted by the Office of Assessment and Accountability (OAA), provided the user agrees to abide by the terms stated herein.

The undersigned is an employee, contractor, technical staff, consultant, advisory committee member or person otherwise authorized to view material associated with assessment and accountability, and hereby agrees to be bound to the terms of this agreement restricting the disclosure of said materials.

Name (printed): _____

Signature: _____

Date: _____