

**Standard Setting  
Security Agreement Form**

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**A G R E E M E N T**

This agreement between \_\_\_\_\_ (**print committee member name**) and [SDE] provides for the review of test items for the [Test] under the following terms and conditions.

1. The committee member will participate in training provided by Measurement Incorporated or designated subject-matter representatives for the purpose of setting standards for benchmark examinations.
2. The committee member will review test items in accordance with written specifications and verbal instructions provided by Measurement Incorporated representatives.
3. The committee member will follow all test security procedures set forth in writing or verbally by Measurement Incorporated and the [SDE] Representatives.
4. The committee member will turn over to Measurement Incorporated representatives all products of the standard setting meeting at the close of the session or as directed by Measurement Incorporated representatives.
5. The committee member relinquishes any claim or right to any and all products turned over to Measurement Incorporated and affirms that all products turned over to Measurement Incorporated are free of copyright restrictions except as noted on special forms provided by Measurement Incorporated and completed by the committee member.
6. I understand that these test materials are restricted. I understand that all test questions and all other materials which are considered a part of the [Test] including, but not limited to, researching or reading passages, writing stimuli (prompts), charts, graphs, and tables, are considered secure, and I will maintain complete confidentiality regarding all materials in these categories.

\_\_\_\_\_  
Committee member signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Committee member email address

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Committee member phone number

\_\_\_\_\_  
Committee member mailing address

\_\_\_\_\_  
Measurement Incorporated Representative

\_\_\_\_\_  
Date

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