South Carolina Agricultural Education
End of Pathway Testing Agreement

School District:	
School:	
Test Coordinator:	
Telephone:	Email:

As the Test Coordinator, I agree to:

- Verify with the instructor that all students tested are completers or are in the final course of their completer track.
- Keep all test materials and access information in a secure, locked location
- Coordinate / conduct test administration on November 8, 2023 between the hours of 8:00 AM and 3:00 PM within a controlled environment with oversight by approved proctors (listed below – minimum of 1 proctor per 10 students). A controlled environment includes a computer lab or classroom with a sufficient number of computers to accommodate the students taking the test.
- Retrieve results and distribute results to all candidates in a confidential and secure manner.

I, the undersigned, understand that all materials used for the South Carolina Agriculture, Food and Natural Resources Career Cluster Pathway Completer Assessment are proprietary and confidential. I hereby agree to maintain the confidentiality of all testing materials and understand the security of testing materials is maintained by protecting all items from loss, unauthorized access and reproduction. Furthermore, maintaining test item security prohibits any test site staff member from the following:

1. Unauthorized photocopying any test items or materials.
2. Selling or disclosing the content of the test materials/test items to any person or organization, public or private.
3. Removing test materials from the secure locations without authorization from the test site coordinator.
4. Utilizing test items in any form either from a copy of the test instrument or as a practice exercise to expose candidates to the test items.
5. Utilizing testing materials to generate another testing instrument for any purpose.

Agricultural Education Instructors cannot be Test Coordinators and cannot be listed as approved testing proctors or have access to the SC Agriculture, Food and Natural Resources Career Cluster Pathway Completer Assessment.

_____ _____
Test Center Coordinator Signature Date

_____ Print Name:_____
Approved Testing Proctor

_____ Print Name:_____
Approved Testing Proctor

RETURN FORM BY EMAIL TO SCAgEd@clemson.edu by October 14, 2023