



Make Your First Choice  
the Right Choice

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# Test Administration Guide

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## Test Security Agreement

### Individual Statement of Responsibility

All employees whose job in any way can impact test security should sign a copy of this form. The signed forms should be maintained on file by the organization.

I have read and understand the Security Agreement that begins on page one of this booklet.

I understand that I have responsibility regarding test security and I am clear what my responsibility entails.

I certify to the truth of the above statements.

Representative (*Please Print Name*): \_\_\_\_\_

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

Supervisor (*Please Print Name*): \_\_\_\_\_

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