



**Confidentiality Agreement Form**  
**Nevada Department of Education and Washoe County School District**  
**State and District Assessment Programs**  
*2023-2024 School Year Only (form updated February 2024)*

**This form should be completed prior to test administration by all testing staff assisting in the testing room and authorized to handle secure test materials,** including a test administrator, proctor, or ASL interpreter authorized to view test content for the sole purpose of providing specific documented accommodations or designated supports (e.g., read aloud, signing, scribing); or as needed for administration of the Nevada Alternate Assessment (NAA) or WIDA assessments; or who is otherwise required to be present during test administration (e.g., medical caregivers).

Test security and administration procedures must be strictly adhered to. All test materials, including student responses, are the property of the Nevada Department of Education, and are confidential. Test materials, including student responses, from district-wide graded assessments (e.g., final exams, civics exam) are also confidential. Reproduction of any materials, directly or indirectly, or disclosure, discussion, reading, reviewing, or note-taking is strictly prohibited. By signing this form, you agree to adhere to these procedures.

The original signed form must be retained with the school's test security documentation for three consecutive school years. *(Do not forward copies to the Department.)*

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
School/Work Location

*Note: National test vendors providing assessments for state accountability may require separate authorization and stipulate other security procedures.*