

Avant Secure Portal and Language Assessments
Non-Disclosure and User Agreement (2018-19)

The Avant STAMP 4S and WorldSpeak assessments are approved by the Hawai'i State Department of Education for graduating seniors to take in order to meet the world language requirement for the Seal of Biliteracy.

Important Instructions: Each school shall require that every individual involved in administering the Avant assessments sign a non-disclosure and user agreement. Please return the signed copies of this agreement to the Office of Curriculum & Instructional Design/Attention: Emily Lam. This document needs to be signed upon completion of the Avant training.

The Avant Secure Portal (that part of the Avant website that is password protected starting at <https://app.avantassessment.com>) contains a combination of secure test materials, proprietary information, and copyrighted materials. As a user of the Avant Secure Portal and/or Avant test materials, you must agree to the conditions of this Avant Non-Disclosure and User Agreement.

In consideration for my participation in the Avant virtual training provided by the Assessment Section and for my role as a Test Coordinator or Test Administrator at:

_____ (print school),

I, _____ (print name), agree as follows:

1. The Avant assessments are confidential, proprietary information and material of Avant.
2. The Avant virtual training contains confidential and proprietary information from the Avant assessments.
3. I shall not disclose, reproduce, or modify any assessment information or assessment forms I receive, including assessment items, except for the sole purpose of carrying out my role as a Test Coordinator or Test Administrator for Seal of Biliteracy. Posting, displaying, or distributing in any medium the Avant assessment materials, in part or in whole, is strictly prohibited.
4. The assessments must be kept secure and confidential, since disclosure of the assessments could adversely affect the validity of the assessment items, assessment results, intellectual property value off the assessment, and/or Avant's financial standing. I shall keep all assessment materials secure and confidential at all times in accordance with any instructions that I receive from the Avant virtual training, the Avant user guides, or Avant assessment administration instructions provided by the Hawai'i State Department of Education.
5. I shall follow all test security requirements prescribed by Avant and my employer and shall immediately report any incidents concerning the security and/or misuse of the assessment that I witness or otherwise experience, whether verified or not.
6. I shall keep the test codes and passwords confidential.

I certify that I have completed the Avant virtual training by (check one of the following):

attending the virtual training on Thursday, January 10, 2019, from 1 p.m. to 3 p.m.

viewing the recording of the virtual training in its entirety.

Signature

Date

Signature of School Administrator

Date

Please submit signed document to Emily Lam, World Language Specialist of the Office of Curriculum & Instructional Design, via Lotus Notes.