



# TSIA.2 Assessment Proctor/Reporter

**Confidentiality Agreement**  
September 1, 2025 to August 31, 2026



I, \_\_\_\_\_ understand that I will be provided with a username and password for my sole use to assist me in my duties as TSI Assessment test administrator for my middle/high school.

I understand that this username and password will be unique to me and that I may not share this with any other person for any reason. This username and password will be terminated at any time that my work duties no longer require the TSI Assessment test administration or if I leave my employment with my district.

If I am given Reporter access, the username and password provided will grant me access to retrieve TSIA.2 Assessment test scores for my test site.

I agree to administer the TSIA.2 Assessment in a secure, proctored environment and to follow procedures established by The Coordinating Board, The College Board and EPCC Testing Services during all test administrations. If I do not comply with the policies and procedures, my credentials will be revoked.

I agree to take all necessary precautions and actions to ensure the security and confidentiality of the TSIA.2 Assessment item pools.

I agree that I will not reproduce or copy in any fashion, in whole or part, any of the materials of the TSIA.2 Assessment test system. I acknowledge that all said materials are copyrighted and I agree to not share in any way such materials with any unauthorized persons.

I will not discuss test score information with anyone not involved in the admissions/testing/registration process for EPCC, UTEP or my school district.

If it is later discovered that I have released my username or password to any other person or have violated the terms of this agreement, I understand that the Testing Director will initiate appropriate investigations.

If an investigation reveals that I have violated this agreement, the Testing Director will request/recommend appropriate administrative and/or disciplinary action be taken against me up to and including a review of my continued employment with the district.

All parties involved in administering the TSI Assessment must adhere to policies outlined in the College Board License Agreement.

The Pre-Assessment Activity (PAAM) must be administered prior to testing any students.

<p style="text-align: center;">_____ <b>Signature of Requestor</b></p> <p>E-mail: _____</p> <p>Title: _____</p> <p>High/Mid School Name _____</p> <p>High/Mid School Address _____</p> <p>City, State, Zip Code _____</p> <p>Telephone: _____ Date: _____</p> <p>EPCC Training Date: _____</p>	<p>Site Manager Recommendation: (check one)</p> <p><input type="checkbox"/> Proctor ONLY</p> <p><input type="checkbox"/> Proctor/Reporter</p> <p><input type="checkbox"/> Other: _____</p> <p><input type="checkbox"/> Multiple Sites (<i>please list</i>): _____</p> <p>_____</p> <p>Username Assigned by Site Manager</p> <p>_____</p> <p style="text-align: center;">Site Manager Signature</p>
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Created / Updated by: \_\_\_\_\_ Date: \_\_\_\_\_