

# ACTAAP

Arkansas Comprehensive Testing, Assessment, and Accountability Program

This affidavit must be completed and signed by both the District Superintendent and the District Test Coordinator. The affidavit must be returned with the **scoreable** writing prompt answer documents for the Writing Prompt Field Test according to the instructions in the October 2011 Test Administration Manual.

LEA #: -

District Name: \_\_\_\_\_

Grade (check **ALL** that apply)  3  4  5  7  8

## Writing Prompt Field Test AFFIDAVIT 1 District Level Test Security Form

I certify that I have informed all District and Building (School) Test Coordinators and all persons who administer or help administer the Writing Prompt Field Test of the secure nature of these tests. These individuals have also been informed that unless there is an approved accommodation, they are not allowed to read the writing prompts or students' responses to the writing prompts.

I certify that all Building/School Test Coordinators, Building Principals, Test Administrators, and all persons who administer or help administer the Writing Prompt Field Test have signed Affidavit 2 or Affidavit 3 as appropriate and that all affidavits have been returned to Questar.

I certify that, to my knowledge, no one in this district has read, copied, reproduced, or released in any way the secure Writing Prompt Field Test writing prompts or students' responses to the writing prompts. As directed in the October 2011 Test Administration Manual for the ACTAAP Writing Prompt Field Test, all **scoreable and nonscoreable** answer documents have been packaged and returned to Questar.

I have read the statements above and understand that I am certifying that they are true. I understand that violating any of the Arkansas Department of Education's test security procedures could result in revocation of my license.

District Superintendent's Name: \_\_\_\_\_  
(PRINT OR TYPE)

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

District Test Coordinator's Name: \_\_\_\_\_  
(PRINT OR TYPE)

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