



Mail to: National Board for Professional Teaching Standards
 Attention: Corporate Affairs
 1525 Wilson Boulevard, Suite 700
 Arlington, VA 22209
 Phone: 703-465-2700 Fax: 703-465-2715

REQUEST for Confidential and Appropriate Use of NBPTS DATA for Educational Research

Thank you for your interest in receiving data from the National Board. The National Board recognizes its responsibility to make data available to qualified individuals for purposes of research and analysis. NBPTS also has a responsibility to take measures to protect the confidentiality of individuals and organizations participating in the National Board Certification process and to assure compliance with its various contractual agreements. NBPTS retains full discretion to deny any request for release of data, to the full extent permitted by law, if NBPTS believes the requestor may not comply with the provisions of the policy or for any other sound reason.

To request permission for confidential and appropriate use of NBPTS data, provide the following information as specifically and completely as possible. Please type or print responses.

Permission requested by:

Name:	Date:
Organization:	Title: <input type="checkbox"/> NBCT <input type="checkbox"/> Student
Address:	
City/State/ZIP:	
Phone Number:	
Fax Number:	
Email:	

1. Indicate the type of NBPTS data requested:
 - Technical Analysis Report(s)
 - Annual Assessment Supplement(s)
 - Prepared Data Set(s)
2. Specify the specific data requested.

3. Explain the purpose for which you plan to use the NBPTS data. Please attach a detailed summary of your research and include research questions and methodology.

4. Will the data and/or your analyses of the data appear in document(s) or publication(s)? _____

5. If yes, describe the document(s)/publication(s) and the fee(s), if any, that will be charged for the document(s)/publication(s).

6. When will your research be complete?

I hereby designate acceptance of and agreement with the following terms of permission.

- I agree to protect the confidentiality of individuals, and where appropriate, institutions about whom data are provided;
- I agree to protect all NBPTS data by ensuring that the data are stored in a secure manner;
- I agree not to share the data with any other individuals without express written consent from the National Board;
- When applicable, I agree to reimburse NBPTS for all costs associated with any customized data assembly and/or formatting;
- When applicable, I agree to provide NBPTS, before dissemination or publication, with a draft copy of any manuscript for the purpose of assuring that candidate and institutional confidentiality has been maintained;
- I agree to acknowledge in any reports, documents or publications NBPTS as the source of the data and provide the following citation:
 “Some or all of the data in the research described herein was provided by the National Board for Professional Teaching Standards. All conclusions stated in this report are those of the authors, and no endorsement by the National Board for Professional Teaching Standards should be implied.”

Printed Name

Signature

Date

Below for NBPTS use only

Approved in accordance with NBPTS policies and guidelines and the terms of permission and with the understanding that full credit will be given to the source.

APPROVED BY:

National Board for Professional Teaching Standards

Name

Date

Title