Language Learning and Testing Foundation, Inc.

Dr. Charles W. Stansfield, President.

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| **Qualification Form** |

Language Learning and Testing Foundation, Inc. (LLTF) maintains a high commitment to professional practices in testing and assessment and subscribes to the principles of *The International Language Testing Association’s Code of Ethics* and *The* *Standards for Educational and Psychological Testing*. Eligibility to purchase certain testing materials is determined on the basis of training, experience, and position.

|  |  |
| --- | --- |
| **Your Name:** | **Organization:** |
| **E-mail Address:** | **Title:** |
| **Phone Number:** | **Fax Number:** |
| **Mailing Address:** | |
| **City, State/Province, Zip:**      **,**      **,** | |
| **Country:** |  |

**Type of Organization** *(choose one)*

|  |  |  |
| --- | --- | --- |
| Public School | Private School | Post-Secondary Institution |
| Tutoring Agency | For-Profit Organization | Not-for-Profit Organization |
| Government: Federal, State, County | Missionary Organization | Private Counseling Practice |
| Clinic/Medical Facility | Other *(specify)*: | |

**Primary Area of Specialty** *(based on training, or supervised experience)*

|  |  |  |
| --- | --- | --- |
| Education | Human Resources | School Psychology |
| General Psychology/Counseling | Speech Language Therapist | Learning Disabilities |

Other *(specify)*:

**Educational Background**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Year** | **Institution** | **Major** |
| Bachelor’s Degree |  |  |  |
| Master’s Degree |  |  |  |
| Doctorate |  |  |  |
| Other *(specify)*: |  |  |  |

**Professional Credentials**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **State** | **License Number** | **Expiration** |
| Licensed in Area: |  |  | yyyy/MM/dd |
| Licensed in Area: |  |  | yyyy/MM/dd |

**Membership in Professional Organization(s)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ACA | AERA | AMA | APA | ASTD |
| CEC | ILTA | IPMA-HR | HRCI | SHRM |
| Others *(specify)*: | | | | |

**Briefly describe your need for this test, who you will be testing, and how you will use the scores.**

I certify that I and/or persons who may use the test materials being ordered by me have a general knowledge of measurement principles and of the limitations of test interpretations as called for in the *Standards for Educational and Psychological Testing* and that I/we are qualified to use and interpret the results of these tests being purchased as recommended in these *Standards*. I agree to comply with the following basic principles of test security: Test takers must not receive test answers before beginning the test; test users must adhere strictly to the copyright law and under no circumstances photocopy or otherwise reproduce answer forms, test books, or manuals; access to test materials must be limited to qualified persons who agree to maintain their security. I additionally certify that I have read the Security Agreement and that I understand and accept said Security Agreement. Your signature indicates acceptance of and compliance with the statements above.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_