



TEST COPYRIGHT PERMISSION APPLICATION

General Copyright Policy

PRO-ED ("PRO-ED") permissions are approved case by case. Requests must be submitted in writing (mail, fax, or email). We reserve the right to change any and all permission policies without notice. We take into account the intellectual content that is being sought and adapted (or reprinted) and from which components the content is taken. Based on this information, and the type of research/project being conducted, a fee may be charged for the permission to adapt/reprint that specific content. Fees are imposed on a case by case basis, are non refundable, and also subject to change without notice. PRO-ED does not apply any discounts to copyright permission fees. PRO-ED requires payment for your request prior to granting permission and releasing any materials. A confirmation letter will be sent to you upon receipt of payment. All fees are due prior to the release of any material or granting of permission and are not refundable. Should PRO-ED in its sole discretion, determine the use of our material is contrary to the original intent as we understood it in your letter requesting permission, we reserve the right to demand that you cease and desist in your use of PRO-ED's material and remove it from the marketplace. Given the volume of requests, copyright permission requests can take approximately four weeks to process. If applying for a free test kit for dissertation/thesis purposes, please allow an additional 2-3 weeks to process your request.

Permission requests (and questions) may be submitted to:

Test Permissions Editor
PRO-ED
testpermission@proedinc.com
Fax: 512-302-9128
Test Development
8700 Shoal Creek Blvd.
Austin, TX 78757-6897



Examiner Qualifications

In order to release the secured test materials, all requestors must meet minimum examiner qualifications. If you are a student, your advisor/professor may fill out this portion of the application.

Name: _____

Title: _____

Organization Name: _____

Telephone: _____ Fax: _____

Email: _____

Address: _____

City _____ State: _____ Zip: _____

Country: _____

Educational Background

Highest Completed Degree: _____

Year degree completed: _____

Major field/specialization: _____

Institution: _____

Professional Organizational Memberships (circle all that apply)

APA, NASP, ASHA, AOTA, AERA, ACA, NAN, INS, CEC, CEC, AAA, EAA,

NAEYC

Professional Credentials

Are you licensed? _____

License number: _____

Licensing agency: _____

Courswork/Workshops Completed in Tests and Measurement

Title: _____

Institution _____

Are these materials for a student project, graduate research, or training in assessment? _____



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An International Publisher

General Information

The following must be included for every copyright permission request.

1. Complete title of product: _____
2. Acronym of product: _____
3. Product number: _____
4. Specific intellectual content being sought:
 - Test item number(s): _____
 - Figure Number(s): _____
 - Subtest Title(s): _____
 - Page Numbers(s): _____
 - Picture(s): _____
 - Photograph(s): _____
 - Other: _____
5. Requester's complete contact information:
 - Name: _____
 - Institution Name: _____
 - Mailing Address: _____

 - Phone Number: _____
 - Fax Number: _____
 - Email Address: _____
 - Other: _____

Inclusion of the following is required:

6. Statement of purpose (and/or research abstract/summary). Please include a detailed written description of exactly how the intellectual property will be reprinted, altered, and/or used.



7. Please indicate time/length of usage and/or estimated research date(s).

8. Please indicate intent of use:

Commercial Use (book, curriculum, a product for sale, etc.)

Diagnostic or On-Going Evaluations

Course Packet (professors displaying or using PRO-ED materials in their courses)

Research for publication in academic journals

Research for Master's Thesis or Dissertation

Research under a Grant or Clinical Research
Grantor Name: _____

Research for Hire
Company Name: _____

Pharmaceutical Research
Company Name: _____

Other
(Please explain) _____

9. Total number of test administrations including test/re-test

10. For requests to reprint in another publication, the following must also be included:

- a. Book (or journal article) title _____
- b. Author(s) _____
- c. Publishing company _____
- d. Print run _____
- e. Estimated cost _____
- f. Estimated publication date _____



11. For requests to reprint in a course packet and/or for classroom use, the following must also be included:

- a. Course title _____
- b. Session and/or Semester _____
- c. Instructor _____
- d. School/Institution _____
- e. Number of students and/or copies _____
- f. Fee(s) charged per student _____