

In rendering performance under this agreement, \_\_\_\_\_ will ensure compliance with all applicable statutory requirements relating to the confidentiality of student education records set forth in state law and the Family Educational Rights and Privacy Act (FERPA). This includes encrypting individual student identifiers, keeping data safeguarded, not sharing or reporting individual data to third parties for research or other purposes, and using the data only for agreed upon research and program development purposes. \_\_\_\_\_ will have a system in effect to protect education records that are maintained or provided to it in connection with this agreement. \_\_\_\_\_ will not transfer or disclose any identifiable student education records to another person or entity without the express written consent of someone authorized by law to act on behalf of the student. \_\_\_\_\_ understands and agrees that no confidential information regarding any students will be disclosed in any document intended for public disclosure. At the end of the term of this contract, all student education records must be destroyed or returned to the Fort Worth Independent School District.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

**Please mail, fax, or email a copy of the signed document to:**

Committee for External Research Review  
Leadership, Learning, and Student Support  
Services  
100 N. University Drive, Suite SW 212  
Fort Worth, Texas 76107  
**Fax:** 817-814-1855  
**Email:** [askeval@fwisd.org](mailto:askeval@fwisd.org)