

Attachment 1

Release Form for Testing Minors

Dear Parent and/or Guardian,

In order to maintain the security and highest degree of academic integrity of the tests it administers, PSI Services (UK) Limited and its affiliated companies (“PSI”) employ various mechanisms that authenticate the candidate’s test experience, including but not limited to:

- (i) taking a picture of the candidate’s face,
- (ii) capturing the signature of the candidate,
- (iii) taking a picture of the candidate’s ID
- (iv) recording screen shots and key strokes of the computer on which the candidate takes the test for monitoring by PSI’s trained test centre staff, and potential later review by PSI or its client test sponsors (for example, if a Skills for English UKVI test, this will be the Home Office UK Visas and Immigration)
- (v) recording audio and video images of the candidate and their test environment during the test for monitoring and review by test centre staff.

Pictures, videos, and audio recordings captured by PSI in its authorised test centres before, during, and after a test will be used by PSI and its certified video review specialists to monitor, administer and invigilate the candidate’s tests. PSI will not re- disclose the information above, except to its certified video review specialists and other appropriate personnel, including client test sponsor officials, as required to maintain, monitor, and preserve the integrity of the test. The information will be destroyed or anonymized within six (6) months of its date of capture, or when the information is no longer needed for proctoring purposes, whichever date is earlier.

If you wish to revoke your consent, you may do so by contacting PSI in writing at info@skillsforenglish.com and providing PSI with any requested information (e.g., candidate name, date and location of exam, etc.). You have the right to inspect records for which your consent was given. To do so please contact PSI at info@skillsforenglish.com as to the process.

Before PSI can take these pictures, videos or recordings, however, it needs the permission of the minor candidate’s parent or guardian. By signing this form, you will give PSI permission to take the photographs, videos and recordings of your minor required to authenticate his/her test experience. Minors without signed releases will not be permitted to sit for a test at an authorised PSI test centre location. PSI and the Skills for English team appreciates your understanding and cooperation. Additionally, by signing this form you

indicate your understanding of and consenting to the use of the minor’s personal information data as set out in the Skills for English [Privacy Policy](#)

I hereby grant PSI Services (UK) Limited, and its affiliates, the right to take or record audio, pictures, and/or video (collectively, “Images”), and other personally identifiable information of the minor test candidate identified below (the “minor”), while the minor is within an authorised PSI test centre to sit for an test PSI is administering, and to use the Images and other personally identifiable information for the purpose of monitoring, administering, proctoring, or providing technical support of tests.

I represent and warrant that I have read this release; that I am a parent or legal guardian of the minor; that I understand that information found to be inaccurate could invalidate the test result and compromise the minor’s UK Visas and Immigration application (where applicable); and that I understand that PSI would not use the Images without first receiving a copy of this release signed by a parent or legal guardian of the minor, as set forth below. This release shall survive the execution and delivery hereof, and shall be binding on the minor, its legal representatives, heirs, and assigns.

Print Parent/Legal Guardian Name: _____

Signature: _____

Date: _____

Minor’s Full Name: _____

Minor’s Date of Birth: _____