

Supply-Chain Council Agreement

SCOR/S Training, Examination and Certification for [University name]

Supply Chain Council ('SCC') will provide two 2-day trainings ('workshop'), examinations and SCOR/s certifications for **[University name]** on-site. This agreement covers both semesters for the academic year 2010/2011.

Schedule of events covered by this agreement

1. Self-registration by students prior to SCOR/S workshop through Supply Chain Council website (www.supply-chain.org).
2. SCOR/S Framework lecture by SCC Instructor. SCC will provide training materials in electronic. Students may download a copy of the SCOR reference from the SCC website for storage on their personal computers. SCC will provide 1 copy of the SCOR Reference 9.0 binder and Quick Reference card in the week prior to the workshop or earlier agreed date for each student.
Scheduled dates: **[Lecture dates]**
3. Examination at **[University name]**. SCC will provide the paper and pencil test materials and may, at its discretion, decide to send an observer to the examination. **[University name]**'s testing center will administer the test and send the results to Professional Credential Services ("PCS").
Scheduled date: **[Test dates]**.
4. PCS will rate test results and provide each student and Supply Chain Council with the test results. Supply Chain Council will communicate final results to primary contact for **[University name]**
Scheduled date: **[Result dates]**
5. SCC will issue a SCOR/S wall certificate to each candidate receiving a PASS rating.

Supply Chain Council agrees to provide:

- One instructor qualified to instruct SCOR Framework materials for two consecutive dates on-site at **[University name]**.
- **[number]** copies of the SCOR 9.0 reference model in 3" D-ring binder and quick reference card.
- Proctor instructions and required materials to administer the SCOR/S exam. This includes for each candidate: 1 answer sheet, 1 question booklet, 1 #2 pencil with eraser and 1 suggestions form.

[University name] agrees to provide:

- Communicate online registration procedure and follow-up to ensure all candidates have been registered prior to the SCOR/S workshop.
- Class/training room facility for registered students, including sufficient seating/desks and a flip chart or white board.
- Testing facility meeting SCC Testing Center Requirements for the examination of all candidates during a 2-hour period, with security measures in place to prevent students from bringing in notes, phones, pagers, etc. and ensure that students do not leave the testing facility until the exam is complete.

Fees

[University name] agrees to pay \$**[amount]** training and certification fees per student.

Appendix 1: Testing center requirements

Supply Chain Council requires that every examination be proctored by a "disinterested third party who is not a relative, an immediate supervisor nor employee of the students/candidates and one that has no financial or personal interest in the outcome of the examination." Students must follow all posted guidelines regardless of the reason for taking the course.

Testing centers need to have a FedEx/UPS delivery address that is not accessible by students or teaching staff.

Testing centers need to be able to securely store the testing materials before during and after the actual hours of examination.

Testing centers need to be able to return ship ALL examination materials by FedEx/UPS

Testing centers should be physically accessible to all participating students, have good lighting, a comfortable temperature, and a quiet atmosphere.

Testing centers should not be accessible to students at any time prior, during or after the examination, without a proctor present.

Seating arrangements (requirements apply equally to desks and tables)

- Seating is assigned by proctors
- Minimum of 3 feet apart side-to-side (measured shoulder-to-shoulder)
- Minimum of 3 feet apart front-to-back (measured head-to-head)
- All students must face the same direction, directly behind one another

Testing centers must be separated from education activities (instruction, lecture).