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OHIO LEGISLATIVE SERVICE
COMMISSION
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Ohio Administrative Code

Rule 4765-24-25 Standards for the ethical use of examinations.

Effective: November 1, 2026

(A) These standards of ethical examination practices shall be used in determining if a practice related to an examination is consistent with the principles of performing one's duties with honesty, integrity, due care, fairness to all, ensuring the integrity of the examination process, and the reliability and validity of any inference made from any result of an examination.

(B) Except as specifically permitted by written instructions provided by the developer of an examination, by the division, or by agency 4765 of the Administrative Code pertaining to accommodations, each charter shall use, but not be limited to, the following standards that define the types of practices related to administering examinations that are unethical and/or inappropriate:

(1) Any examination used for purposes other than that for which it was intended;

(2) Any practice that results in a potential conflict of interest or one that exerts undue influence on a person administering an examination, either making or appearing to make an examination process unfair to some examinees;

(3) Except for accommodations expressly permitted under agency 4765 of the Administrative Code, any change in procedures for administering an examination that results in a nonstandard condition for one or more examinees;

(4) Any practice that allows a person without sufficient and appropriate knowledge, skills, and/or training to administer and/or score an examination;

(5) Any administration and/or scoring practice that may produce a result contaminated by a factor not relevant to the purpose(s) of an examination;

(6) Any practice immediately preceding and/or during an examination including, but not limited to, the use of gesture, facial expression, body language, tone of voice, language, or any other action and/or sound that may guide an examinee's response;

(7) Except for the directions for administration as prescribed by the division, any practice such as providing to an examinee, immediately preceding and/or during administration of a examination, any definition and/or clarification of the meaning of a word or term contained in an examination;

(8) Any practice that corrects or alters any examinee's response to an examination either during and/or following the administration of an examination; and

(9) Any practice that supports or assists any person in unethical and/or inappropriate practice during administration of an examination.

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(C) Each participating program shall cooperate with the division in conducting an investigation of any alleged unethical and/or inappropriate assessment practice as defined in this rule.