

**Certified Education Technology Leader (CETL)
Certification Governance Committee
CETL Code of Conduct and Confidentiality**

Each candidate for certification or recertification shall be required to attest to the following:

As a professional seeking the CETL designation, I agree to the following CETL Code of Conduct:

- Comply with all local, state, and federal laws, regulations, and statutes applicable to the field of education technology
- Demonstrate the highest standards of integrity and professional conduct
- Encourage others in the profession to act in an ethical and professional manner
- Fully and accurately disclose any professional or business-related conflicts or potential conflicts of interest in a timely manner
- Refrain from offering or accepting payments or other forms of compensation or tangible benefits, which do not conform with applicable laws and which may provide unfair advantage for themselves or others they may represent
- Conduct professional activities in a manner that is fair, honest, accurate, unbiased, and otherwise appropriate
- Respect and protect the intellectual property rights of others, and properly disclose and recognize the professional and intellectual contributions of others
- Strive to enhance professional capabilities, skills and knowledge; and accurately and truthfully represent professional qualifications
- Not discriminate on the basis of race, color, religion, national origin, age, sex, disability, family status, or any other local, state, or federally protected class
- Not obtain or attempt to obtain certification or re-certification by misrepresentation, bribery, fraud, or deception

As a professional seeking certification as a CETL, I agree to the following Terms of Confidentiality:

- The questions and answers on the CETL exam are the exclusive and confidential property of the Consortium for School Networking (CoSN), are copyrighted, and are protected by CoSN's intellectual property rights
- I shall not to disclose the exam questions or answers or discuss any of the content of the exam materials with any person without prior written approval of CoSN
- I shall not to remove from the examination room any exam materials of any kind provided to you or any other material related to the exam, including, without limitation, any notes or calculations
- I shall not copy or attempt to make copies (written, photocopied, electronically, or otherwise) of any exam materials, including, without limitation, any exam questions or answers
- I shall not sell, license, publish, reproduce, transmit, distribute, give away, or obtain from any other source other than CoSN the exam materials, including, without limitation, any exam questions or answers without the prior written approval of CoSN
- That obligations under the Terms of Confidentiality will continue in effect after the examination and, if applicable, after termination of your certification, regardless of the reason or reasons for termination and whether such termination is voluntary or involuntary

MONITORING AND REVIEW SCHEDULE

Monitor as needed and review every three years.

DATE APPROVED

September 1, 2017

DATE REVIEWED