



Using the K-12CVAT

When should I use the K-12CVAT?

Before you purchase a third-party solution, ask the solution provider to complete a K12 CVAT tool to confirm that information, data, and cybersecurity policies are in place to protect your sensitive institutional information and constituents' PII.

We recommend you make this part of your product screening process before purchase or before renewal of products already in place.

The K12CVAT provides schools, districts, and the vendor community with a consistent and reusable vendor risk assessment tool increasing consistency of risk assessment for schools and districts and decreasing workload for vendors.

How to use the K-12CVAT for Schools and Districts

1. Download and send the K-12CVAT to third-party solution providers requesting completion as part of your solution evaluation or purchasing process. Vendors who also provide services in higher education will likely be familiar with the widely used Educause HECVAT tool.
2. Vendors complete the red tab titled "COSN K-12CVAT". In doing so they will answer yes/no questions in the Vendor Answers and be prompted to provide written explanations of responses in the Additional Information section. The Guidance section content will change based on a Yes or No vendor response.

Documentation		Vendor Answers	Additional Information	Guidance
DOCU-01	Have you undergone a SSAE 18 audit?	Yes		Provide the date of assessment and include a SOC 2 Type 2 (preferred) or SOC 3 report. If you have a SOC3 report, include a URL for the published report. Indicate if your hosting provider was the subject of the audit

Once you receive the responses, we recommend you do the following:

3. Read the detailed responses in the red "COSN K-12CVAT" tab. This is a very important step because not every question will apply to every product. This is where you can review and determine if there are sections of the scoring that won't be applicable. For example, if the product does not collect or store data, the Data and Database sections may score as "O". Look here for explanation from the vendor.
4. Review the aggregate scoring in the green "Analyst Report" tab. In this tab you will see the aggregated responses scored by category. Here is an example:

Report Sections	Max Score	Score	Score %
Documentation	100	0	0%
Company	100	50	50%
Application Security	150	115	77%
Authentication, Authorization, and Accounting	85	70	82%
Business Continuity	55	30	55%
Change Management	65	25	38%
Data	225	105	47%
Database	60	0	0%
Datacenter	120	40	33%
Disaster Recovery	70	15	21%
Networking	140	60	43%
Physical Security	80	0	0%
Processes	160	120	75%
Configuration	45	15	33%
Vulnerability Scanning	120	80	67%
Overall Score	F	725	41.42%

It is important to remember that some sections may not be relevant to the product. Make sure that you take that into account and understand the data. The overall score assumes all questions are relevant and scored.

5. On the analyst tab, company questions 01, 02 and 09 are not part of the aggregate scoring. They do not have yes/no answers. The responses appear below the aggregate scoring and the analyst must read and manually score these to come up with an adjusted company score. Here is an example:

Qualitative Questions			Convert Qualitative Answer to Quantitative Value	
ID	Question	Vendor Answer	Compliant?	Score: 0-10
Directions: For each of the following items, read the vendor's response and determine if the explanation meets your needs. Score the vendor response				
COMP-01	Describe your organization's business background and ownership structure, including all parent and subsidiary relationships.	The response goes here and must be read, marked as Yes or No, and graded on score of 0-10 by the analyst	Yes	8
COMP-02	Describe how long your organization has conducted business in this product area.	The response goes here and must be read, marked as Yes or No, and graded on score of 0-10 by the analyst	Yes	10
COMP-09	Use this area to share information about your environment that will assist those who are assessing your company data security program.	The response goes here and must be read, marked as Yes or No, and graded on score of 0-10 by the analyst	No	0
Total Adjusted Company Score				68

6. Analyst reference tab – if you are unsure what you should be looking for in a response, directions for the analyst for each question are located in the green “Analyst Reference Tab”

[Download the K-12CVAT](#)

About CoSN

VISION CoSN is a community of visionary technology leaders empowering every learner to achieve their unique potential in a changing world.

MISSION CoSN provides current and aspiring K-12 education technology leaders with the community, knowledge, and professional development they need to create and grow engaging learning environments.

CoSN is vendor neutral and does not endorse products or services. Any mention of a specific solution is for contextual purposes.

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