



## 应试者机密及保密协议

# Candidate Confidentiality and Non-Disclosure Agreement

所有 NACE International Institute 考试 (“考试”) 均受版权保护。应试者每次参加考试均必须遵守此“应试者机密及保密协议” (“协议”) 条款，不得披露任何考题或考题内容。披露考题或内容被视为作弊及侵犯 NACE 版权的行为。除了以下保证条款中所述的惩罚方式以外，NACE 还将就此类行为所造成的财务损失寻求所有适用的法定补偿，并维护与考试有关的权利。

*All NACE International Institute exams (“Exams”) are copyrighted. Each time a candidate takes the Exam, he or she must also enter into this Candidate Confidentiality and Non-Disclosure Agreement (“Agreement”) pledging, among other things, not to disclose any Exam questions or Exam question content. Disclosure of Exam questions or content is considered cheating and a violation of NACE’s copyright. In addition to the sanctions described below, where warranted, NACE will pursue all legal remedies available to recover monetary damages caused by such conduct and to enjoin violations of its rights with respect to the Exam.*

严禁通过互联网或以电子、书面或口头等任何其它方式向任何人披露任何考题或答案的内容或细节。披露包括但不限于：企图从考场带走任何考试内容，包括带走草稿或其它形式的笔记，使用设备（包括但不限于手机、相机、音频或视频记录设备、扫描仪或其它数据记录设备）在考场记录或收发考试内容，以及其他任何方式。

*Disclosure to anyone by the internet or through any other means—electronic, written or verbal—of the substance or details of any Exam questions or alleged answers is strictly prohibited. Disclosure includes, but is not limited to, any attempt to remove Exam content from the testing room, whether by removal of scratch paper or other notes in any form, or by use of devices (including without limitation cell phones, cameras, audio or video recording devices, scanners, or other data recording equipment) to record or transmit Exam content at or from the testing room, or by any other means.*

披露还包括在离开考场后，企图依靠记忆在互联网或聊天室发贴来复制、改述、汇总或描述任何考试内容，包括背诵或描述任何考题的内容或细节、复述或描述考题、复述和描述考题答案、或其他任何方式。

*Disclosure also includes any attempt, including internet website and chat room postings, to reproduce, paraphrase, summarize, or describe any Exam content from memory after leaving the testing room, whether by means of a recitation or description of the content or details of any Exam question, the depiction or description of Exam questions, the description or depiction of alleged answers to Exam questions, or other means.*

不当披露既包括应试者一开始所做的披露，也包括后来由他人散播的考试内容。

*Improper disclosure includes both the initial disclosure by an Exam taker and the further dissemination of Exam content by others.*

蓄意或主动获取由他人披露的 NACE 考试内容的应试者或任何人也会受到惩罚。

*A candidate or anyone else who willfully obtains or seeks to obtain NACE Exam content disclosed by others is also subject to sanctions.*

这些披露禁令还适用于转发、重发或披露他人已披露的 NACE 内容。

*These prohibitions on disclosure also apply to forwarding, re-posting, or other disclosure of NACE content that others have disclosed.*

## 应试者确认书

### **Candidate Acknowledgement**

签署人确认以下事宜：

*The undersigned acknowledges the following:*

- 应依据 NACE International Institute 的政策和程序就作弊行为作出有关决定，NACE International Institute 可能单纯依据自身判断对这些政策和程序做出修订。
- *Determinations regarding cheating shall be made in accordance with NACE International Institute policies and procedures, which the NACE International Institute may amend at its sole discretion.*
- 如果 NACE International Institute 就作弊行为作出有关决定，即由于作弊行为或向任何人以任何方式泄露考试内容而导致替换考试、宣布考试结果无效、将应试者成绩作废和/或禁止应试者在五年内得到任何 NACE International Institute 认证、参加 NACE International 课程/考试、或 NACE International Institute 认证课程考试等，NACE International Institute 有权索要上述措施的所有相关成本（最高 25000 美元）。
- *In the event of a determination by NACE International Institute of cheating, the Institute has the right to pursue all costs, up to \$25,000, associated with replacing an Exam due to cheating or divulging exam details to anyone in any way, to invalidate exam results, fail an applicant, and/or prohibit an applicant from pursuing any NACE International Institute certification or taking a NACE International course/exam or NACE International Institute certification exam for a period of five years.*
- 此外，NACE International Institute 还可能采取其政策和程序所规定的其它措施。
- *Further, the Institute may take such other action as provided for by NACE International Institute policies and procedures.*

签署人已阅读此协议并承诺遵守其条款。签署人通过在下方签字确认上述内容。

*The undersigned has read this Agreement and pledges to abide by its terms. The undersigned acknowledges this by signing below.*

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应试者正楷姓名  
*Candidate Printed Name*

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应试者签名  
*Candidate Signature*

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日期  
*Date*

# NACE International Institute

## 应试规则和指南

### The NACE International Institute Exam-Taking Rules and Guidelines

- NACE International Institute 认证考试的所有费用必须在参加考试前支付。
- *All NACE International Institute Certification exam fees must be paid in advance of sitting for the exam.*
- 如果是开卷考试，所用任何资源均必须是印刷品（考试期间不得使用电脑、电子阅读器和智能手机等电子设备）。一旦考试开始，不得带入其它资源。考试结束后，必须随同考卷一并上交所有草稿。
- *If the exam is open-book, any resources being used must be printed (no electronic devices such as computers, e-readers, and smart phones are permitted to be used during the exam). Additional resources cannot be brought in once you have started the exam. All scratch paper must be turned in with your exam upon completion.*
- 所有应试者均必须出示带有照片的身份证明。不出示带有照片的有效身份证明则不得参加考试。
- *All exam-takers must present a photo ID. You cannot take the exam without presenting a valid photo ID first.*
- 考场将为应试者提供铅笔。应试者只能使用 NACE 发放的铅笔，不得使用其它书写工具。
- *A pencil will be provided to you in the exam room. You must use this NACE-issued pencil, no other writing implements will be allowed.*
- 请关闭所有手机并将其放在考桌以外的安全位置。禁止使用任何其它电子设备。考试期间不得接听或拨打电话。考试期间不得查看手机。
- *Please turn off all cell phones and store them in a secure place off of the exam table. Any additional electronic devices are prohibited. Calls cannot be taken or placed during the exam. Phones cannot be retrieved and checked during an exam.*
- 会为应试者提供答卷来记录答案。请注意：必须在指定的考试时间内填写完答卷。
- *A Scantron sheet will be provided to you to record your answers. Please note that the Scantron sheet must be completed in the allotted time for the exam.*
- 考试结束后，将在 7 到 10 个工作日内进行评卷。  
考试结果将通过电子邮件发送给应试者。
- *Upon completion of the exam, please allow 7-10 business days for your exam to be graded. The results will be provided to you via email.*
- 完成考试只是取得 NACE International Institute 认证所必须满足的要求之一。**如果**认证程序还要求一份申请表，请注意您需要完整填写认证申请表并提交给 NACE International Institute，以便办理您的认证。这些表格可以在线提供，您也可以联系 +1-800-797-6223 或 +1 281-228-6200
- *The exam completes a portion of the requirements necessary for NACE International Institute certification. If an application is also required for the certification, please note that you will need to complete a certification application and submit it to The NACE International Institute for your certification to be processed. These forms are available online or by contacting +1-800-797-6223 or +1 281-228-6200.*

本人已阅读并了解上述信息。

**I have read and understood the information stated above.**

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应试者正楷姓名

*Candidate Printed Name*

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应试者签名

*Candidate Signature*

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日期

*Date*