



# Board of Law Examiners of the State of North Carolina

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**TO:** APPLICANTS TO THE JULY 2011 NORTH CAROLINA BAR EXAMINATION  
**DATES:** July 26 and 27, 2011, Tuesday and Wednesday  
**TIME:** Morning and afternoon sessions on Tuesday and Wednesday  
**LOCATION:** North Carolina State Fair Grounds, Jim Graham Building, 1025 Blue Ridge Blvd., Raleigh NC 27607

## I. GENERAL INSTRUCTIONS

1. You have previously been furnished a copy of the Examination Regulations and Code of Conduct for Applicants for the North Carolina Bar Examination. The code is enclosed. Please read it, initial each numbered paragraph and sign at the bottom. **This aqua colored form must be brought to the bar examination and presented with your admission ticket at check-in.**
2. Applicants may not bring **knapsacks, bookbags, pocketbooks, handbags, wallets, books, notes, written or printed material or data of any kind** into the examination building or have any such material in the applicant's possession during the administration of the examination. No **hats or headscarves** will be allowed inside the examination building. No **cell phones, palm pilots, pagers or any non-approved electronic devices** will be allowed in the examination building. Leave all items at home, in your hotel room or in your vehicle. No items will be checked in.
3. Pens, pencils, earplugs and a highlighter- all packed in a clear pencil case will be furnished after check-in when you are seated. **Do not bring any pens, pencils, earplugs, highlighters or any timing device in to the examination.**
4. Do not use a telephone at any time in the Jim Graham Building.
5. **The Examination Regulations and Code of Conduct will be strictly enforced.**
6. The Jim Graham Building is a smoke free facility.
7. Food and liquids are not permitted in the examination rooms.
8. If special circumstances exist because of medical problems you should contact the Board's Executive Director prior to the examination or the Chief Proctor immediately after being admitted to the examination site. These special circumstances do not apply to previously requested special accommodations due to a disability.

## II. DAILY SCHEDULE

1. The July 2011 North Carolina Bar Examination will be administered on Tuesday and Wednesday, July 26 and 27, 2011. There will be morning and afternoon sessions on each day. Each session will be a maximum of 3 hours duration.
2. Parking. Enter Gate 2 on Hillsborough St. or Gate 11 on Blue Ridge Road. Park in the available parking spaces on the State Fair Grounds.
3. **TUESDAY:** Plan to arrive that morning by 7:15 a.m. check-in will begin shortly thereafter. After you have checked-in you will be directed to the examination room. The morning session will begin at 8:45 or as soon thereafter as possible. Applicants should be in their seats by 1:45 p.m. on Tuesday afternoon for instructions. The examination will begin at 2:00 p.m. or as soon thereafter as possible.
4. **WEDNESDAY:** All applicants should be in their seats prior to 8:00 a.m. for instructions. The morning session will begin at 8:00 a.m. or as soon thereafter as possible. Applicants should be in their seats by 1:45 p.m. on Wednesday afternoon for instructions. The examination will begin at 2:00 p.m. or as soon thereafter as possible.

## III. ADMISSION INSTRUCTIONS

1. Read and sign your Admission Ticket which is enclosed. Bring this **Admission Ticket, an official Photo ID** and the initialed and signed **Examination Regulations and Code of Conduct** with you Tuesday morning and present them at check-in.
2. **Check-in.** You will be assigned a numbered seat. You must use the same seat for all examination sessions.
3. At check-in on Tuesday, you will be given your ID card and an envelope containing a numbered card. The number on this card is your examination number. Enter your examination number on the examination booklets and the answer sheets for the Multistate Bar Examination. **Under no condition, should you place your name or initials or otherwise make any attempt of identification in any way on any part of the examination papers except by use of this examination number.**

#### IV. THE ESSAY AND MULTISTATE BAR EXAMINATION

1. The July 2011 North Carolina Bar Examination consists of a 12-question essay examination and a 200-item Multistate Bar Examination (MBE). The passing score is 346 out of a possible 500 points.
2. The essay component of the exam will be administered on Tuesday. There will be six essay questions each session for a total of 12 questions. The Multistate Bar Examination will be administered on Wednesday.
3. For the essay: Write or type the answer to each question in the space provided for that answer. If any question is answered in whole or in part on a page that does not already bear the question number to which the answer is responsive, the unlabeled or misplaced answer pages must be clearly and conspicuously labeled with the number of the question being answered and, in the case of handwritten answers must be placed in the answer booklet in the location allocated for answers to that particular question. **Pages that are not properly located, are not conspicuously labeled, or that otherwise do not comport with these instructions may not be graded.**

#### V. HANDWRITING

At check-in you will receive a manila envelope containing the following: 2 Answer Booklets and Scratch Paper.

#### VI. LAPTOP COMPUTERS

1. Applicants who have not registered for and not been approved to take the bar examination using a laptop computer may not bring into or use any computer in the examination building. While in the examination building, applicants may not use their computers for any purpose other than booting up the computer and the ExamSoft software prior to commencement of the examination. No Applicant may use a computer to type or otherwise enter any data whatsoever (including, but not limited to, playing games and typing documents) other than commands necessary to boot up the computer, enter the ExamSoft program, and to answer the examination questions using the ExamSoft software. Applicants must follow the instructions of the proctors as to when to turn on their computers, and when to enter each phase of the ExamSoft program. **Use of a computer by an applicant for any other purpose or activity whatsoever while in the examination building, and failure to follow the instructions of the Proctors as to when to enter each phase of the ExamSoft program, will be considered a violation of the Examination Security Regulations and Code of Conduct.**
2. At check-in, you will receive a manila envelope containing the following: Instruction Sheet; 4 cover sheets (2 for the front of each answer booklet); and Scratch Paper.
3. **Your answer file must be uploaded by 11:59 p.m. Tuesday, July 26, 2011.** If you fail to upload your answers by the deadline, your answers from the examination will not be graded, and you will be given a score of zero (0) for each answer.

#### VII. PROCTORS

1. The Proctors' chief function is to proctor the examination. However, the Proctors will attempt to assist with any problems that may arise. They are not authorized to answer inquiries about substantive matters on the examination. Such inquiries should be brought to the attention of a member of the Board of Law Examiners who will be present during the examination.

#### VIII. COMPLETING A SESSION AND CHECKING OUT

1. If you have completed the examination session, or for some other reason are leaving your seating space, please be considerate of others who are still engaged in answering examination questions and who may be subject to being disturbed by the scraping of chairs, heavy footsteps, or conversation just outside the examination area. Your cooperation in keeping noise and distraction to a minimum is essential to the maintenance of proper examination conditions and your fellow examinees will be grateful for it.
2. Upon completion of each session of the examination on Tuesday, **Hand-writers:** you must turn in your two essay answer books and your essay question book to a proctor stationed in your examination section. **Laptop applicants:** you must turn in your manila envelope with the USB Flash Drive and the 4 filled-in cover sheets to a proctor stationed in your examination section. On Wednesday turn in your Multistate Bar Examination booklet and answer sheet to a proctor stationed in your examination section. You may do so until fifteen minutes before the end of each session. Examinees are not permitted to depart the examination room during the last fifteen minutes of each session.
3. Upon completion of the final session, you will check out in much the same manner as you checked in. You will be required to sign the "North Carolina Bar Examination Check-Out Form" which includes a pledge; an opportunity to amend your application; and to **change your address**. The pledge states: "Having finished and completed my written examination papers, I do solemnly swear that I have neither given nor received any assistance whatsoever while taking this bar examination. Also, I know of no one who gave or received assistance on this bar examination."
4. After all papers have been graded and results tabulated, you will be promptly notified by first class mail as to whether you passed or failed the examination. You are requested not to make inquiry by telephone as to the results of the examination. It is expected that the results of the July 2011 North Carolina Bar Examination will be released approximately five weeks from the conclusion of the examination.

#### IX. MULTISTATE PROFESSIONAL RESPONSIBILITY EXAMINATION

If you have taken the Multistate Professional Responsibility Examination within the last two (2) years, and have not had your score certified to the Board, you should do that as soon as possible. The passing score in North Carolina is 80.

BOARD OF LAW EXAMINERS OF THE STATE OF NORTH CAROLINA

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Fred P. Parker III, Executive Director

Last Revised 6-20-11