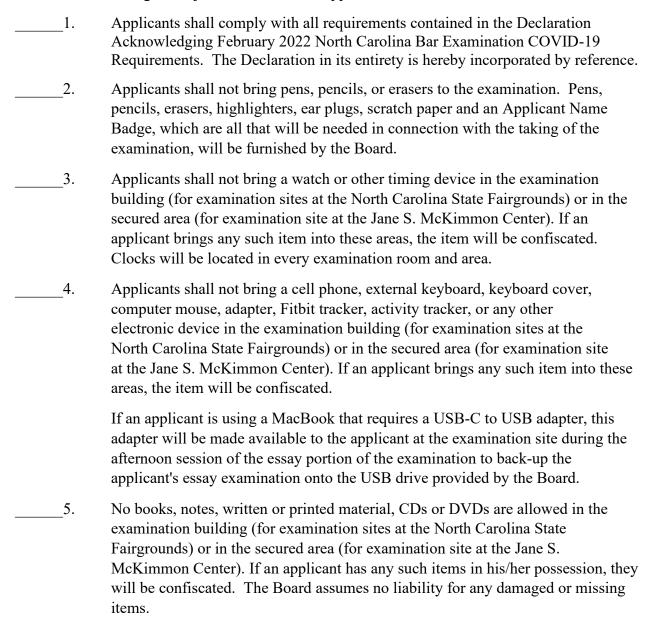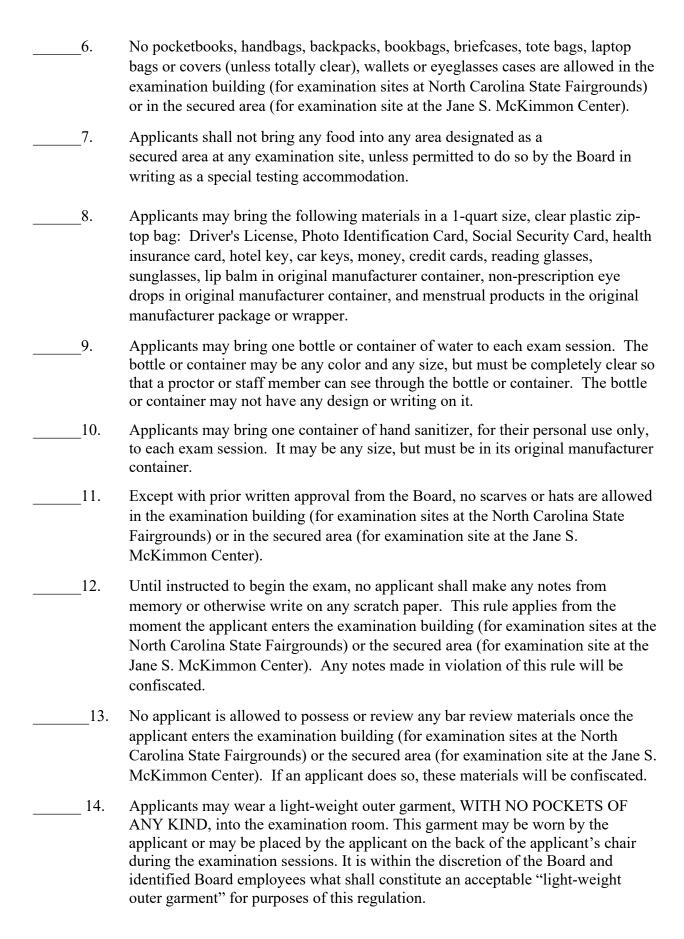# FEBRUARY 2022 NORTH CAROLINA BAR EXAMINATION
EXAMINATION REGULATIONS AND CODE OF CONDUCT

Please read the following Examination Regulations and Code of Conduct and initial on the appropriate line by each numbered paragraph to indicate that you have read and understand it. Sign the statement at the bottom of the page. <u>This document must be completed and uploaded to your secure portal account on or before 5:00 p.m. Eastern Time on February 14, 2022. If you fail to complete and upload this document before this deadline, you will not be permitted to sit for the examination.</u>

Any applicant who engages in cheating or conduct which disrupts or attempts to disrupt the bar examination process or who breaches any examination regulation is subject to sanctions by the Board or its authorized representative including, but not limited to, ejection from the examination building and rejection of his or her application.

_____1. Applicants shall comply with all requirements contained in the Declaration Acknowledging February 2022 North Carolina Bar Examination COVID-19 Requirements. The Declaration in its entirety is hereby incorporated by reference.

_____2. Applicants shall not bring pens, pencils, or erasers to the examination. Pens, pencils, erasers, highlighters, ear plugs, scratch paper and an Applicant Name Badge, which are all that will be needed in connection with the taking of the examination, will be furnished by the Board.

_____3. Applicants shall not bring a watch or other timing device in the examination building (for examination sites at the North Carolina State Fairgrounds) or in the secured area (for examination site at the Jane S. McKimmon Center). If an applicant brings any such item into these areas, the item will be confiscated. Clocks will be located in every examination room and area.

_____4. Applicants shall not bring a cell phone, external keyboard, keyboard cover, computer mouse, adapter, Fitbit tracker, activity tracker, or any other electronic device in the examination building (for examination sites at the North Carolina State Fairgrounds) or in the secured area (for examination site at the Jane S. McKimmon Center). If an applicant brings any such item into these areas, the item will be confiscated.

If an applicant is using a MacBook that requires a USB-C to USB adapter, this adapter will be made available to the applicant at the examination site during the afternoon session of the essay portion of the examination to back-up the applicant's essay examination onto the USB drive provided by the Board.

_____5. No books, notes, written or printed material, CDs or DVDs are allowed in the examination building (for examination sites at the North Carolina State Fairgrounds) or in the secured area (for examination site at the Jane S. McKimmon Center). If an applicant has any such items in his/her possession, they will be confiscated. The Board assumes no liability for any damaged or missing items.

_____6.   No pocketbooks, handbags, backpacks, bookbags, briefcases, tote bags, laptop bags or covers (unless totally clear), wallets or eyeglasses cases are allowed in the examination building (for examination sites at North Carolina State Fairgrounds) or in the secured area (for examination site at the Jane S. McKimmon Center).

_____7.   Applicants shall not bring any food into any area designated as a secured area at any examination site, unless permitted to do so by the Board in writing as a special testing accommodation.

_____8.   Applicants may bring the following materials in a 1-quart size, clear plastic zip-top bag: Driver's License, Photo Identification Card, Social Security Card, health insurance card, hotel key, car keys, money, credit cards, reading glasses, sunglasses, lip balm in original manufacturer container, non-prescription eye drops in original manufacturer container, and menstrual products in the original manufacturer package or wrapper.

_____9.   Applicants may bring one bottle or container of water to each exam session. The bottle or container may be any color and any size, but must be completely clear so that a proctor or staff member can see through the bottle or container. The bottle or container may not have any design or writing on it.

_____10.   Applicants may bring one container of hand sanitizer, for their personal use only, to each exam session. It may be any size, but must be in its original manufacturer container.

_____11.   Except with prior written approval from the Board, no scarves or hats are allowed in the examination building (for examination sites at the North Carolina State Fairgrounds) or in the secured area (for examination site at the Jane S. McKimmon Center).

_____12.   Until instructed to begin the exam, no applicant shall make any notes from memory or otherwise write on any scratch paper. This rule applies from the moment the applicant enters the examination building (for examination sites at the North Carolina State Fairgrounds) or the secured area (for examination site at the Jane S. McKimmon Center). Any notes made in violation of this rule will be confiscated.

_____13.   No applicant is allowed to possess or review any bar review materials once the applicant enters the examination building (for examination sites at the North Carolina State Fairgrounds) or the secured area (for examination site at the Jane S. McKimmon Center). If an applicant does so, these materials will be confiscated.

_____14.   Applicants may wear a light-weight outer garment, WITH NO POCKETS OF ANY KIND, into the examination room. This garment may be worn by the applicant or may be placed by the applicant on the back of the applicant's chair during the examination sessions. It is within the discretion of the Board and identified Board employees what shall constitute an acceptable "light-weight outer garment" for purposes of this regulation.

If an applicant is told by the Board or a member of the Board's staff that the item is not acceptable under this regulation, the applicant shall be prohibited from entering the examination room with said item.

Applicants may wear a hooded garment, but the hooded garment must have NO POCKETS OF ANY KIND. The applicant must tuck in the hood of the garment before proceeding into the secured area.

_____15. No applicant shall bring a knife (including any pocketknife or multi-tool with blades), gun, or weapon of any kind into the examination building.

_____16. No applicant shall take any examination material or copy thereof from the examination room.

_____17. No applicant shall create a distraction by sound or movement which tends to disrupt the concentration of another applicant, nor engage in any activity which reasonably may be considered to be a breach of the peace.

_____18. Applicants shall not gather in the restrooms, or in any areas adjacent to the examination rooms.

_____19. Once the Announcing Proctor has made the announcement that there are 15 minutes remaining in the examination session, all applicants must remain seated in the examination room until their particular seating area is dismissed.

_____20. Applicants who finish their examination before the 15-minute warning has been issued shall leave the examination building (for examination sites at the North Carolina State Fairgrounds) or in the secured area (for examination site at the Jane S. McKimmon Center) immediately upon completing any portion of the examination and not re-enter until admitted by a proctor. Any applicant leaving the examination building (for examination sites at the North Carolina State Fairgrounds) or in the secured area (for examination sites at the Jane S. McKimmon Center) during a session of the examination is not permitted to re-enter during that session.

_____21. At the announced termination of an examination session ("Time… stop writing/Time… stop typing"), applicants shall immediately place all pens and pencils on the table. No applicant shall type, write, erase or otherwise add to, alter or subtract from any answer, answer sheet or other document after this announcement has been made.

_____22. No applicant shall falsify or misrepresent information required for admission to the examination, impersonate another applicant or have an impersonator take the examination on an applicant's behalf.

_____23. No applicant shall give or receive aid from any other applicant or source during the administration of the examination.

_____24. No applicant shall place his or her name or initials or otherwise make any attempt of identification in any way on any part of the examination papers, except by the use of the applicant's Exam Id Number.

_____25.   No applicant shall access Wi-Fi or any wireless internet connection inside any examination building. Applicants shall disable all automatic connection applications on their laptop prior to entering the examination building.

_____26.   If an applicant violates any of the above paragraphs, the applicant may be directed to appear before the Board in regard to the Applicant's Character and Fitness.

I have read the above Examination Regulations and Code of Conduct and agree to abide by them. I understand that a violation of any of these regulations could cause me to be ejected from the examination building and be directed to appear before the Board in regard to my character and fitness.

_____
Applicant Signature   Date

_____
Printed Applicant Name