

JULY 2024 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. **This document must be completed and uploaded to your secure portal account on or before 5:00 p.m. Eastern Time on JULY 10, 2024. If you fail to complete and upload this document before this deadline, you will not be permitted to sit for the examination.**

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 their application.

PROHIBITED ITEMS

Weapons

- _____ 1. No applicant shall bring any knife (including any pocketknife or multi-tool with blades), gun, or weapon of any kind into any examination building.

Writing Utensils/Erasers

- _____ 2. No applicant shall bring pens, pencils, or erasers to the examination. Pens, pencils, erasers, highlighters, ear plugs, scratch paper and an Applicant Name Badge will be furnished by the Board.

Watches, Electronic Devices

- _____ 3. No applicant shall bring a watch or other timing device into the examination building. If an applicant brings any such item, the item will be confiscated and will not be returned to the applicant until the end of the examination on Wednesday. Clocks will be in every examination room and area.
- _____ 4. No applicant shall bring a cell phone, external keyboard, keyboard cover, computer mouse, adapter, Fitbit tracker, activity tracker, or any other electronic device into the examination building. If an applicant brings any such item, the item will be confiscated and will be returned to the applicant at the end of the examination day, unless extenuating circumstances exist.

If an applicant is using a laptop 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 written portion of the examination to back-up the applicant's examination responses onto the USB drive provided by the Board.

Bar Review Materials

- _____ 5. No books, notes, written or printed material, CDs or DVDs are allowed in the examination building. If an applicant has any such items in the applicant's possession, the items will be confiscated.
- _____ 6. No applicant is allowed to possess or review any bar review materials once the applicant enters the examination building. If an applicant does so, these materials will be confiscated.

Clothing/Accessories

- _____ 7. Except with prior written approval from the Board, no head coverings are allowed in the examination building with the exception of religious head coverings.
- _____ 8. Applicants may wear a light-weight removable outer garment into the examination room. This OUTER GARMENT CANNOT HAVE POCKETS OF ANY KIND. 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.

Applicants may have a pocket or pockets on their inner garment (i.e., shirt, top, etc.).

It is within the discretion of the Board and identified Board employees what shall constitute an acceptable "light-weight removable 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.

Any applicant who wears a hooded garment to the examination or during the examination, must tuck in the hood of the garment. This shall not apply to religious head coverings.

- _____ 9. No purses, handbags, backpacks, bookbags, briefcases, tote bags, laptop bags or covers (unless completely clear), wallets, or eyeglasses cases are allowed in the examination building. If an applicant has any such items in the applicant's possession, the items will be confiscated.
- _____ 10. All applicants are subject to a security inspection by a proctor and/or staff of the North Carolina Board of Law Examiners based on suspicious behavior and/or identification needs.

Food

- _____ 11. 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.

PERMITTED ITEMS

- _____ 12. 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.
- _____ 13. 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, writing, or label (removable or otherwise) on it.

- _____ 14. 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.

PROHIBITED CONDUCT

- _____ 15. 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. Any notes made in violation of this rule will be confiscated.
- _____ 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 may 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, no applicant may leave the applicant's seat. All applicants must remain in their seats in the examination room until dismissed.
- _____ 20. Applicants who finish their examination before the 15-minute warning has been issued shall leave the examination building immediately upon completing any portion of the examination and not re-enter until admitted by a proctor. Any applicant leaving the examination building 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 the applicant’s name or initials or otherwise make any attempt at identification in any way on any part of the examination papers, except using 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.

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 regarding my character and fitness.

Applicant Signature

Date

Printed Applicant Name