

# BOARD OF LAW EXAMINERS OF THE STATE OF NORTH CAROLINA

## NOTICE TO APPLICANTS REGARDING FEBRUARY 2023 NORTH CAROLINA BAR EXAMINATION COVID-19 REQUIREMENTS AND PROTECTIVE MEASURES

The North Carolina Board of Law Examiners (Board) plans to conduct an in-person administration of the February 2023 North Carolina Bar Examination. To protect the health, safety and welfare of all persons attending the February 2023 North Carolina bar examination, the Board will require all applicants to adhere to the requirements outlined below in accordance with current public health recommendations and guidance.

The Board recognizes that the bar examination can be a source of significant stress for applicants. The Board's primary concern is to reasonably safeguard all persons involved with the administration of the examination, and to protect public health.

The Board continues to monitor the ongoing COVID-19 pandemic situation. As state and local public health guidance or directives evolve, the examination requirements may change in accordance. The Board encourages applicants to frequently check the Board's website, [www.ncble.org](http://www.ncble.org), for updates.

### **COVID-19 APPLICANT REQUIREMENTS FOR FEBRUARY 2023 NC BAR EXAM**

All applicants for the February 2023 North Carolina Bar Examination must comply with the following COVID-19 pandemic requirements:

1. Applicants must complete the following forms:
  - Declaration Acknowledging February 2023 North Carolina Bar Examination COVID-19 Requirements
  - February 2023 North Carolina Bar Examination Regulations and Code of Conduct
  - Incomplete Application Declaration (if applicable)

These forms will be posted to applicants' secure portal accounts. **Applicants must complete and upload these forms on or before 5:00 p.m. Eastern Time on FEBRUARY 2, 2023. If an applicant does not complete and upload these forms by the deadline, the applicant will not receive an Admission Ticket and will not be permitted to sit for the examination.**

2. The Board recommends that Applicants, Proctors, Support Staff, Board Staff, and Board members attending the examination familiarize themselves with the North Carolina Department of Health and Human Services (NCDHHS) and the Centers for Disease Control and Prevention (CDC) guidance regarding best practices to protect themselves and others from COVID-19 and follow this guidance throughout the administration of the February 2023 North Carolina Bar Examination.

3. The Board recommends that Applicants, Proctors, Support Staff, Board Staff, and Board members attending the examination be up-to-date with the COVID-19 vaccines.
4. The Board recommends that Applicants, Proctors, Support Staff, Board Staff, and Board members attending the examination wear a protective face covering during the administration of the examination, including check-in and check-out.
5. The Board recommends that Applicants bring their own clear plastic water bottle for their personal use during the administration of the February 2023 North Carolina Bar Examination. Communal water dispensers will not be available.
6. The Board recommends that Applicants bring their own hand-sanitizer, for their personal use during the administration of the February 2023 North Carolina Bar Examination.
7. The Board recommends that Applicants maintain social distancing throughout the administration of the February 2023 North Carolina Bar Examination.
8. Applicants, Proctors, Support Staff, Board Staff and Board members attending the examination are required to follow CDC guidance in effect at the time of the examination for quarantine, isolation, testing requirements, and travel restrictions applicable to their COVID-19 vaccination status.
  - If an Applicant, Proctor, Support Staff member, Board staff member, or Board member attending the examination tests positive for COVID-19 on or after February 15, 2023, the individual may not attend the February 2023 North Carolina Bar Examination, regardless of the individual's vaccination status.
  - If an Applicant, Proctor, Support Staff member, Board staff member, or Board member attending the examination has symptoms of COVID-19 on or after February 15, 2023, the individual may not attend the February 2023 North Carolina Bar Examination (regardless of the individual's vaccination status) **unless** the individual shows proof at check-in for the exam of a Nucleic Acid Amplification Test (NAAT) or Antigen Test for SARS-CoV-2 performed on or after February 19, 2023, showing the individual is negative for COVID-19. The test must be administered in a laboratory or point-of-care setting. Home tests will not be accepted.

All persons attending the examination will be required to certify this information at check-in each day of the examination.

9. An applicant must report to staff if the applicant develops symptoms of COVID-19 (including fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, new loss of sense of taste or smell, sore throat, nausea, or vomiting) during the administration of the examination.

10. If an Applicant becomes symptomatic while present at the examination site during the February 2023 North Carolina Bar Examination, the Applicant's examination will be ended, and the applicant will be required to leave the examination building.

COVID-19 has been declared a pandemic by the World Health Organization. It is contagious and is believed to spread from person-to-person contact. The Board has put in place reasonable steps to safeguard applicants and staff and to protect against exposure to COVID-19 during the administration of the February 2023 North Carolina bar examination. However, the Board cannot guarantee that attendees will not be exposed to or become infected with COVID-19.

Each applicant acknowledges that there exists an inherent risk of exposure to COVID-19 in any place where people are present. Each applicant agrees to comply with all health and safety measures implemented by the Board to reduce the risk of COVID-19 exposure and transmission during the examination administration.

### **COVID-19 PROTECTIVE MEASURES FOR FEBRUARY 2023 NC BAR EXAM**

#### **Check-In Process**

In addition to the protective measures outlined above, the Board is implementing the following procedures for the examination check-in process.

- To help maintain social distancing during the check-in process, plexiglass screens will be positioned on the check-in tables where there may be less than six-foot distance between applicants and check-in staff during the check-in process.
- To minimize hand-to-hand passage of documents between staff and applicants, applicants will be required to complete and upload the following documents prior to the examination: 1) Declaration Acknowledging COVID-19 Requirements; 2) Examination Regulations and Code of Conduct; and 3) Incomplete Declaration (if applicable).
- NCBLE staff will clean and disinfect all check-in tables and applicant tables before the first examination test session.
- Signs with CDC Notice Not to Enter if Sick will be posted at each venue entrance.
- Signs with CDC Best Practices will be posted at each venue.

#### **Administration of Examination**

In addition to the protective measures outlined above, the Board is implementing the following procedures for the examination administration.

- Applicants will be seated in such a way as to promote social distancing during the examination.

- An applicant must report to staff if the applicant develops symptoms of COVID-19 (including fever, cough, shortness of breath or difficulty breathing, chills, muscle pain, sore throat, and/or new loss of sense of taste or smell) during the administration of the examination, so that appropriate public health measures may be implemented.
- If an Applicant becomes symptomatic while present at the examination site during the February 2023 North Carolina Bar Examination, the following steps will be taken:
  - The Applicant's examination will be ended.
  - Once the applicant's examination materials have been collected, the Applicant will be required to leave the examination building.
- NCBLE staff will clean and disinfect all applicant tables before the first examination test session.

### **Check-Out Process**

In addition to the protective measures outlined above, the Board is implementing the following procedures for the examination check-out process.

- The Board will maintain social distancing during the check-out process.
- The check-out process will be staggered to reduce the size of the group to be dismissed at one time.
- To minimize hand-to-hand passage of documents, applicants will leave the completed Check-Out form at their seats before exiting the examination room.
- Once dismissed, applicants will be required to immediately exit the examination building and will not be permitted to re-enter.