

EXAMINATION REGULATIONS AND CODE OF CONDUCT
FOR APPLICANTS FOR THE NORTH CAROLINA BAR EXAMINATION

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 should be turned in to a member of the staff or proctor with your admission ticket when you are checked-in prior to the first session of 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.

- _____ 1. Applicants should only bring to the bar examination their admission ticket, this signed Examination Regulations and Code of Conduct and a photo identification card. Do not bring pens, pencils, erasers, clocks, watches or other timing devices. Pens, pencils, erasers, highlighters, ear plugs, scratch paper and an applicant ID card, which are all that will be needed in connection with the taking of the examination, will be furnished. Clocks will be located in every examination room and area.
- _____ 2. Applicants shall not bring watches or other timing devices in 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). If an applicant brings any such item into these areas, the item will be confiscated.
- _____ 3. Applicants shall not bring phones, pagers, blackberries, external keyboards, keyboard covers, computer mice, adapters, Fitbit trackers, activity trackers, 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 sites 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 flashdrive provided by the Board.

- _____ 4. Applicants who use a MacBook Pro with Touch Bar must disable the Touch Bar prior to entering into the Examination Site.

- _____ 5. No books, notes, written or printed material, CDs or data of any kind will be allowed in 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). If you have any such items in your possession, they will be confiscated. The Board assumes no liability for any damaged or missing items.

- _____ 6. No pocketbooks, handbags, knapsacks, bookbags, briefcases, totebags, 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 sites at the Jane S. McKimmon Center). The following materials are permitted, but must be in a clear plastic zip-top bag not to exceed 1-quart size: 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.

- _____ 7. 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 sites at the Jane S. McKimmon Center).

- _____ 8. No applicant is allowed to make any notes from memory or review any bar review material or other material once you enter 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) and prior to the start of an examination session. If an applicant does so or has any such items in his or her possession, they will be confiscated.

- _____ 9. 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.
- _____ 10. No applicant shall bring any knife (including any pocketknife or multi-tool with blades), gun or any weapon of any kind or description into the examination building.
- _____ 11. No examination material or copy thereof may be removed from the examination room without prior approval of a proctor.
- _____ 12. Applicants shall leave 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) 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.
- _____ 13. No applicant shall create a continuing distraction by sound or movement which tends to disrupt the concentration of another applicant nor shall any applicant engage in any activity which reasonably may be considered to be a breach of the peace.
- _____ 14. Applicants shall not gather at the refreshment stands, in the restrooms, or in any areas adjacent to the examination rooms while the examination is in progress after announcing instructions have begun.

- _____ 15. 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.
- _____ 16. 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.
- _____ 17. No applicant shall give or receive aid from any other applicant or source during the administration of the examination.
- _____ 18. Under no condition shall an applicant 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 your examination number.
- _____ 19. Applicants shall not access wi-fi or any wireless internet connection inside the examination building. Applicants shall disable all automatic connection applications on their laptop prior to entering the examination building.
- _____ 20. Applicants shall not bring any food or beverage into any area designated as a secured area at any examination site.

If you violate any of the above paragraphs, it will be presumed you have been cheating, your examination results will be sealed; and you will be directed to appear before the Board in regard to your Character and Fitness.

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

Signature

Date

Print

*** Please do not mail this form to the Board's offices, turn in at examination check-in