

BOARD OF LAW EXAMINERS OF THE STATE OF NORTH CAROLINA

**DECLARATION ACKNOWLEDGING
COVID-19 REQUIREMENTS FOR
JULY 2020 NORTH CAROLINA BAR EXAMINATION**

Each applicant for the July 2020 North Carolina bar examination must execute the following Declaration and upload it to his or her secure portal account on or before 5:00 p.m. on July 21, 2020. If an applicant does not execute and upload this form by this deadline, the applicant will not be permitted to sit for the examination.

- _____ 1. I acknowledge that I am required to familiarize myself with the Centers for Disease Control ("CDC") guidance regarding best practices to protect myself and others from COVID-19 and follow this guidance throughout the administration of the July 2020 North Carolina Bar Examination.
- _____ 2. I acknowledge that I will be required to complete the following forms:
- a. Declaration Acknowledging COVID-19 Requirements
 - b. July 2020 North Carolina Bar Examination Regulations and Code of Conduct
 - c. COVID-19 Screening Certification
 - d. Incomplete Application Declaration (if applicable)

These forms will be posted to my secure portal account on July 14, 2020. I will be required to complete and upload all of these forms on or before 5:00 p.m. on July 21, 2020. If I do not complete and upload these forms by that deadline, I will not receive an Admission Ticket and will not be permitted to sit for the examination.

- _____ 3. I acknowledge that I will have my temperature screened during the check-in process of the examination. If my temperature is 100.4 degrees or higher, I may request to wait 10 minutes and be re-screened. **If my temperature is 100.4 degrees or higher when re-screened, I will not be permitted entry into the examination.**
- _____ 4. I acknowledge that I am required to provide and wear a protective face covering that covers my nose and mouth continuously throughout the administration of the July 2020 North Carolina bar exam, including during check-in and check-out.
- _____ 5. I acknowledge that I am responsible for providing my own hand-sanitizer, for my use only, during the administration of the July 2020 North Carolina Bar Examination.

- _____ 6. I acknowledge that I am required to maintain social distancing (minimum of six feet) throughout the administration of the July 2020 North Carolina Bar Examination.
- _____ 7. I acknowledge that I am and have been strongly encouraged to avoid travel by airplane, train, or mass transit in traveling from home to the examination site and returning home after the July 2020 North Carolina Bar Examination.
- _____ 8. I acknowledge that I am required to report to staff if I develop 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 exam, so that appropriate public health measures may be implemented.
- _____ 9. I acknowledge and consent that if I become symptomatic while present at the examination site during the July 2020 North Carolina Bar Examination: my examination will be ended; I will be moved to an isolation room; my contacts will be traced; public health officials will be notified regarding the symptoms I am exhibiting; and, that I will comply with any and all instructions conveyed by said public health officials.

I hereby certify under penalty of perjury that the information provided above is true to the best of my knowledge and that I will abide by the requirements outlined in this Declaration. I acknowledge that knowingly violating any of the above COVID-19 requirements for the July 2020 North Carolina Bar Examination will be considered a disregard for the rights, safety, and welfare of others and will constitute a character and fitness issue to be reviewed by the North Carolina Board of Law Examiners.

Applicant Signature

Date

JULY 2020 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. on July 21, 2020. 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 his or her application.

- _____ 1. Applicants should bring to the bar examination their admission ticket and a photo identification card. Pens, pencils, erasers, clocks, watches or other timing devices may not be brought by an applicant. 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 site 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 cell phones, external keyboards, keyboard covers, computer mouses, 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 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.

- _____ 4. No books, notes, written or printed material, CDs or DVDs will be 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.
- _____ 5. 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). 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, and feminine hygiene products in the original manufacturer package or wrapper.
- _____ 6. 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).
- _____ 7. 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.
- _____ 8. 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.

_____ 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.

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.

_____ 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 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.

_____ 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 in the restrooms, or in any areas adjacent to the examination rooms.

- _____ 15. 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 all applicants are dismissed.

- _____ 16. 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.

- _____ 17. 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.

- _____ 18. No applicant shall give or receive aid from any other applicant or source during the administration of the examination.

- _____ 19. 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 the applicant's Exam Id Number.

- _____ 20. Applicants shall not 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.

- _____ 21. 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.

- _____ 22. 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 contain a design or writing, except designs or writing that contain bar review materials or notes prohibited by the Examination Regulations and Code of Conduct.

_____ 23. Applicants shall comply with all requirements contained in the Declaration Acknowledging COVID-19 Requirements for July 2020 North Carolina Bar Examination.

If an applicant violates any of the above paragraphs, the applicant will 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.

Signature

Date

Print

BOARD OF LAW EXAMINERS OF THE STATE OF NORTH CAROLINA

APPLICANT COVID-19 SCREENING CERTIFICATION
JULY 2020 NORTH CAROLINA BAR EXAMINATION

1. I have not tested positive for COVID-19.
2. I have not had a fever, cough, shortness of breath or difficulty breathing, chills, muscle aches or pain, sore throat, and/or new loss of sense of taste or smell within the past fourteen (14) days.
3. To my knowledge, I have not come into contact with any person who has tested positive for COVID-19 or any person who has experienced the symptoms outlined in paragraph (2) above within the past fourteen (14) days.
4. No member of my household has tested positive for COVID-19 or has experienced the symptoms outlined in paragraph (2) above within the past fourteen (14) days.
5. I have not traveled to or from any area outside of the United States with active spread of COVID-19 within the past fourteen (14) days.
6. I have complied with any "Stay-at-Home" or "Safer-At-Home" emergency order of the Governor of the State in which I have resided during the past fourteen (14) days.
7. I am aware of the Centers for Disease Control (CDC) guidance regarding best practices to protect myself and others from COVID-19 (copy attached) and have followed this guidance.
8. I understand that if any of the information above becomes inaccurate after I have completed and submitted this Certification, I must immediately notify the North Carolina Board of Law Examiners in writing of this fact.

I, _____, under penalty of perjury, do hereby certify that the information provided above is true and correct to the best of my knowledge. I acknowledge that providing false information on this Certification will constitute a character and fitness issue to be considered by the North Carolina Board of Law Examiners.

Signature

Date signed

How to Protect Yourself and Others

Know how it spreads



- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- **The best way to prevent illness is to avoid being exposed to this virus.**
- The virus is thought to spread mainly from person-to-person.
 - » Between people who are in close contact with one another (within about 6 feet).
 - » Through respiratory droplets produced when an infected person coughs, sneezes or talks.
 - » These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
 - » Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

Everyone should

Clean your hands often



- **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol.** Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

Avoid close contact



- **Avoid close contact** with people who are sick.
- **Stay at home as much as possible.**
- **Put distance between yourself and other people.**
 - » Remember that some people without symptoms may be able to spread virus.
 - » This is especially important for **people who are at higher risk of getting very sick.** www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Cover your mouth and nose with a cloth face cover when around others



- **You could spread COVID-19 to others** even if you do not feel sick.
- **Everyone should wear a cloth face cover when they have to go out in public**, for example to the grocery store or to pick up other necessities.
 - » Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- **The cloth face cover is meant to protect other people** in case you are infected.
- Do **NOT** use a facemask meant for a healthcare worker.
- Continue to **keep about 6 feet between yourself and others**. The cloth face cover is not a substitute for social distancing.

Cover coughs and sneezes



- **If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Clean and disinfect



- **Clean AND disinfect frequently touched surfaces** daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks. www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html
- **If surfaces are dirty, clean them:** Use detergent or soap and water prior to disinfection.