MONTANA BAR EXAMINATION REGULATIONS

PREPARATION / WHAT TO BRING (or not)

Applicants are permitted to bring only the following items into the examination room in a one-quart clear plastic food storage bag:

- **The signed Montana Bar Examination Code of Conduct**
- Government Issued Photo ID
- Earplugs *(not earphones or headphones)* earplugs will also be available at the exam
- Wallet
- Keys
- Facial tissue
- Medication and medical items
- Non-digital watch or timepiece
- Pens, pencils, erasers *(#2 pencils only for the MBE), no mechanical pencils*
- One clear plastic bottle of water/juice/soda per exam session *(no food items unless previously cleared)*

The following items are strictly prohibited and will not be permitted in the exam room or the testing area, which includes the rest rooms and hallway. *(Any item brought to the testing area will be held at registration until the conclusion of the exam.)***:**

- Handbags, purses, backpacks, duffle bags, briefcases, lunch bags, tote bags, etc.
- Hats, hoods or any other headgear
- Notes, scratch paper, books, magazines, newspapers, or any other reading material
- Bar review or other study material in any format or media
- Electronic devices such as cell phones, calculators, pagers, cameras, radios, recording devices, hand-held computers, and any other type of electronic device or item with an on/off switch
- Weapons of any kind, regardless of whether you have a permit to carry
- Any other item not specifically allowed

NOTE*:* Any prohibited electronic communication device found in the possession of an examinee during a test session will be impounded until it has been thoroughly screened by the jurisdiction**.** Possession of a prohibited device or item at the examination will be treated as a cheating incident and you may be immediately DISQUALIFIED AND EJECTED from the examination.

REGISTRATION for the EXAMINATION

BE PREPARED. We appreciate how hard you've worked to get to the exam and will do our best to make the process as comfortable as the rules and security allow. You can help by reading these instructions and those provided in the Exam Information handout.

BRING YOUR ID. You are required to register for each session of the examination. For the initial registration, you must show your government issued ID and you will then be provided with an exam ID. The exam ID is to be kept with you at all times during testing and brought with you for each subsequent exam.

BE ON TIME for registration, instructions and the examinations. No examinee will be allowed entry to the exam more than 30 minutes after the examination has begun.

ONCE YOU REGISTER, you will be required to stay in the testing room until testing begins. Please leave unnecessary items in your room or your car and visit and go to the restroom before registering. **After registration and you enter the exam room, you will not be allowed to leave to go to the restroom or for any other reason until instructions are finished and clock has begun counting down.**

MONTANA BAR EXAMINATION CODE OF CONDUCT

Applicants are at all times to maintain a professional attitude toward other applicants, proctors, and examination personnel. Conduct that results in a violation of security or disrupts the administration of the examination may result in immediate disqualification, confiscation of testing materials and ejection from the examination. Such conduct includes violation of the Board's security policy, cheating, failing to follow all rules and instructions governing the administration of the examination, or otherwise compromising the security or integrity of the bar 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 Montana Board of Bar Examiners or the Bar Admissions Administrator acting on their behalf, including but not limited to, confiscation of exams and expulsion from the examination.

Read the Code of Conduct and initial by each paragraph, then sign the statement at the bottom of the page.

____ 1. I agree to turn in all test booklets, answer booklets, answer sheets, and scratch paper at the end of each session and will not remove any testing materials from the examination room.

____ 2. I understand that I may not bring books, notes, scratch paper, post-it notes, written or printed material of any kind, a cellular phone or aid of any kind into the testing room.

____ 3. I understand that if I finish a session early, I must hand in all test materials and will not be allowed to re-enter the examination room until the session is over.

____ 4. I agree to be considerate of other examinees and will not create a distraction or knowingly disrupt the concentration of another applicant, whether in or outside of the examination room.

____ 5. I agree that at the announced termination of the examination session, I will not write, erase or otherwise add to, alter or subtract from an examination answer.

____ 6. I will not falsify or misrepresent information required for admission to the examination, impersonate another applicant or have an impersonator take any part of the examination on my behalf.

____ 7. I understand that any non-necessary item brought into the testing room, including a laptop case, purse, backpack, coat, etc., may be searched by the proctors or State Bar staff at any time during the examination.

____ 8. I agree that I will not give or receive aid from any other applicant or source during the administration of the examination.

____10. I agree that I will not report to anyone the content of the examination, either during or after the bar examination. I understand that the testing materials are copyrighted and may not be used by anyone to create or aid in creation of study or preparation materials.

____11. I further understand that possession or use of a cell phone or any other electronic device, other than a computer equipped with approved testing software, in the testing area may result in confiscation of my cell phone or electronic device and may further be ground for ejection and disqualification from the examination.

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.

Print Name: _____ Date: _____

Signature: _____ DOB: _____

<u>This signed statement must be turned in to the Bar Administrator prior to sitting for the bar exam.</u>