

BAR EXAM INFORMATION

To: February 2016 Bar Exam Applicants
From: Charles Schulz, Admissions Director – Oregon State Bar
SUBJECT: Oregon Bar Examination – February 23 and 24, 2016
LOCATION: **Portland Airport Holiday Inn – Columbia Conference Center**
8439 NE Columbia Blvd, Portland OR 97220
Telephone: (503) 256-5000 website: www.Hiportlandairport.com
For more details see: www.osbar.org/admissions

Applicants seeking special testing conditions have already been notified of their exam schedules and testing locations. If you submitted an official request for special testing conditions you should have received the Board's determination and/or exam schedule before now. If you have not, contact Charles Schulz at cschulz@osbar.org.

EXAM DAY REGISTRATION:

You will need to show your **government-issued photo ID** when you sign-in each morning. All applicants must check-in at the registration tables outside of the examination room between 7:30 and 7:50 a.m. on both days of the bar exam.

NO ADMISSION TICKET WILL BE MAILED PRIOR TO THE EXAM.

You will be given your Applicant ID Card showing your seat assignment when you sign in on the first day of the exam. You will need to keep your applicant ID number with you throughout the entire exam.

Seating for the exam is pre-assigned. Applicants may NOT change seats during the exam.

NCBE NUMBER:

You will need an NCBE number to complete the MBE answer sheet. An NCBE number is assigned by the National Conference of Bar Examiners when you create and NCBE account. An NCBE account is necessary to register for the MPRE. **If you do not yet have an NCBE number** – you can create an NCBE account and get your NCBE number at:
https://accounts.ncbex.org/php/ncbe_number/goCreateAccount

Because you will need your NCBE number to identify your MBE score sheets, you may write down your NCBE number and bring it with you to the exam.

TEST CENTER ENVIRONMENT:

Every effort is made to ensure a minimum of noise and other distractions during the examination. Nevertheless, there may be some extraneous noise beyond the control of the Board and staff. "Outside" earplugs are not allowed. Foam earplugs will be provided to all applicants by admissions staff.

Likewise, the temperature in the exam room will vary throughout the day. You may want to layer your clothing to prepare for varying temperatures.

Digital clocks will be visible in the exam rooms. Watches and timers of any kind are not permitted.

TEST CENTER SECURITY:

The Board of Bar Examiners employs uniformed off-duty law enforcement officers to protect applicants during the bar exam. The officers are there to prevent interference from outside parties during the exam and provide immediate response in the event of an emergency. An officer also remains in the exam room with the laptops during the lunch period.

PROHIBITED ITEMS:

Any electronic device including but not limited to cell or mobile phones, ALL watches or timers, media players, headphones, language translators, and picture taking devices are prohibited. The only exception is that laptops (with a power cord and optional mouse) are allowed on the MEE and MPT portions for examinees who register to test be laptop.

Other prohibited items include but are not limited to written material (including books and notes); Post-its, rulers; briefcases, handbags, or backpacks of any kind; firearms or weapons; earmuffs, headphones, or earplugs* of any kind; and hats and/or hoods (except religious apparel) worn on the head.

*** "Outside" earplugs are not allowed. Foam earplugs will be provided to all applicants by admissions staff.**

Mechanical pencils, pens, and highlighters are allowed on Tuesday only. They are NOT allowed on the MBE (Wednesday) portion of the exam.

If applicants are found with unauthorized items in the examination room, the item will be seized and the applicant will receive a score of zero for that session of the bar examination and possible additional sanctions the Board of Bar Examiners may impose.

PERSONAL BELONGINGS:

Arrangements to store belongings should be made in advance. If brought into the testing center, applicants will be required to remove them from the exam room and leave them at their own risk in the lobby.

Applicants may only bring their permitted personal items into the examination area in a **one-gallon (or smaller) clear plastic bag**. Please see the “prohibited items” listed above.

Applicants receiving accommodations may bring in pre-approved items.

Applicants may bring unwrapped food (in the clear plastic bag) and a beverage with a lid to the exam. All items are subject to search. All items should be quiet out of consideration for other applicants.

GENERAL INFORMATION:

1. All applicants must take all parts of the exam. If an applicant fails to take an entire session of the exam (e.g. Wednesday a.m. session), then that applicant’s entire exam will not be graded and they will not be permitted to take the remainder of the exam.
2. You may leave your seat while the exam is in progress to use the restroom, but you may not return to your hotel room, vehicle, or leave the secure testing area. You may not discuss the exam with anyone while it is in progress.
3. No exam materials may be taken from the exam room while the exam is in progress.
4. Smoking or vaping is not permitted during the exam. You may smoke outside the building in the designated areas, when the exam is not in progress.
5. No applicant shall possess a firearm, weapon, device, or hazardous substance capable of inflicting death or physical injury at the Bar Examination site. This rule is applicable to all applicants; including applicants having a concealed weapon permit.

EXAMINATION – GENERAL INSTRUCTIONS:

1. The MBE is administered on Wednesday and Number 2 (soft lead) pencils must be used to complete the answer sheet. **APPLICANTS ARE RESPONSIBLE FOR BRINGING THEIR OWN PENCILS ON WEDNESDAY.** Again, mechanical pencils are prohibited.
2. *You **must** stop writing or typing when time is called after each session. Failure to stop will result in disqualification of your examination.*
3. Essay answers are limited to three pages of text per essay question for handwriters, and 4,000 characters per question for laptop users.
4. Multistate Performance Test (MPT) answers are limited to eight pages of text per question for handwriters, and 10,600 characters per question for laptop users.
5. The quality of your writing does impact your score on the written portions of the examination.
6. Scratch paper will be provided for each of the two Tuesday sessions. Also, you may write anywhere in the question booklets, including the covers. No scratch paper will be available for the MBE portion of the exam on Wednesday.
7. You may not tear pages from any exam book.
8. **HANDWRITERS:**

- You are to provide your own pens for completing the essay and MPT answers. USE BLACK OR BLUE INK. DO NOT USE PENCILS.
 - WRITE LEGIBLY. If the material cannot be read, credit for it cannot be given. The use of phonetic spelling and unorthodox abbreviations is discouraged. Deletions are permitted. Any part of an answer that has been crossed out will not be read or considered by the grader.
9. **LAPTOP USERS:**
- You may use a mouse during the exam.
 - After the examination, you will be required to access the Internet to upload your answers. You are not required to upload your answers at the exam site. **You must upload your answers by no later than 9:00 p.m. (PDT) on Thursday, February 25, 2016. This is an ABSOLUTE deadline.**
 - You do not need to back up your answers on a separate USB Memory Stick. The backup will be the encrypted answers on your laptop itself.
 - Handwriting paper will be available for laptop users in the event of any equipment or electrical failure, or other unforeseen problem.
11. Results of this exam will be released on April 8th at 2:00 p.m.
12. The Swearing-In Ceremony will take place on April 28, 2016 in Salem, Oregon.

Oregon Bar Exam Schedule – February 2016

Holiday Inn Portland Airport
8439 NE Columbia Blvd
Telephone: (503) 256-5000

REGULAR EXAMINATION SCHEDULE

(Applicants who have received Special Testing Accommodations have been sent separate schedules)

TUESDAY – FEBRUARY 23RD

Essay and Performance Test

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| 7:30 a.m. – 7:50 a.m. | REGISTRATION – Signs will direct applicants to appropriate registration areas. IMPORTANT – ALL APPLICANTS MUST BE SEATED BY 7:55 a.m. |
| 8:00 a.m. – 8:30 a.m. | Preliminary Exam Instructions, Essay Instructions and Test Distribution. |
| 8:30 a.m. – 11:30 a.m. | Testing Session 1 – Essays 1-6 |
| 11:30 a.m. – 12:30 p.m. | Lunch break –All applicants should be seated by <u>12:35 p.m.</u> |
| 12:30 p.m. – 1:00 p.m. | MPT Instructions and Test Distribution |
| 1:00 p.m. – 4:00 p.m. | Testing Session Two – MPT1 and MPT2 |

WEDNESDAY – FEBRUARY 24TH

Multistate Bar Examination

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| 7:30a.m. – 7:50 a.m. | REGISTRATION – Applicants must sign-in <u>both</u> days of exam. ALL APPLICANTS MUST BE SEATED BY 7:55 a.m. |
| 8:00 a.m. – 8:30 a.m. | Preliminary Instructions, Test Instructions, and Test Distribution |
| 8:30 a.m. – 11:30 a.m. | AM Session of the Multistate Bar Examination |
| 11:30 a.m. – 12:30 p.m. | Lunch Break |
| 12:30 p.m. – 1:00 p.m. | Test Distribution and Instructions |

1:00 p.m. – 4:00 p.m.

PM Session of the Multistate Bar Examination