

## **Bar Exam Security Policy – Effective December 3, 2025**

This Bar Exam Security Policy is designed for the consideration and safety of all applicants, to prevent cheating, and to protect the integrity and security of the exam itself. The WSBA will have onsite security personnel. All bags are subject to search. Only examinees are allowed at the exam site. No visitors or pets are allowed at the exam site. Service animals may be approved as part of a testing-accommodations request. **No weapons are allowed at the exam site.**

Only the required or permitted items listed below will be allowed in the exam room. **Any item not on the lists of required or permitted items is strictly prohibited, including, but not limited to, cell phones, watches and smart glasses.** There is a non-secure area at the exam site outside the exam room for applicants to stow personal belongings. However, applicants leave items at their own risk; the WSBA and the testing facility are not responsible for the loss or theft of any items. Applicants may access personal belongings during the exam when accompanied by a proctor. **Please plan accordingly.**

Applicants are permitted as needed during an exam session to use the restroom. However, no additional time is granted for restroom breaks. Note: A nursing room with a refrigerator is provided onsite.

If you have prohibited items in the exam room or engage in prohibited behavior, you may be required to leave the exam without finishing; the items may be confiscated or placed in the non-secure area; and you may be referred to a Character & Fitness hearing.

You may make a special request up to 18 days before the exam to bring otherwise prohibited items into the exam room. All requests must be supported by written documentation from a treatment provider (if applicable). Examples of such items are pillow/lumbar support, ergonomic chair, book stand, wrist rest, medication, external keyboard, and religious attire.

Applicants must use a clear quart-size plastic bag for smaller permitted items. Applicants cannot carry any items in their pockets into the exam room.

### **Items Required to Enter the Exam Room:**

- Government-issued photo identification
- WSBA-issued seating card (issued at registration)

### **Other Items Permitted in the Exam Room**

#### **Both Days:**

- Jacket or coat (attached hoods permitted, however hoods cannot be worn over the head in the exam room);
- Beverages – *must be poured in exam facility-provided cups, and placed on exam room floor during the exam*; and
- In a clear plastic bag:
  - Credit cards and cash;
  - Keys (no paper key jackets/covers);
  - Menstrual products.

#### **Day 1 (MEE/MPT):**

- Laptop computer or Surface Pro with Surface Pro keyboard (for applicants registered with ILG Exam360), includes power cord, external mouse, and extra battery only;
- Wooden, soft lead No. 2 pencils – sharpened;
- Block erasers only – no other types of separate erasers are permitted;
- Pens – blue or black ink only – and Highlighters.

#### **Day 2 (MBE):**

- Wooden, soft lead No. 2 pencils – sharpened; and
- Block erasers only – no other types of separate erasers are permitted.



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## Items Provided at the Site

- Tissue/Kleenex – *located in the exam room;*
- Ear plugs – *foam ear plugs. All other ear plugs are not permitted;*
- Menstrual products – *free generic products;* and
- Beverage cups and coffee, tea, and water.

## **Any item not on the required or permitted items lists is strictly prohibited in the Exam Room including:**

- Bags, including backpacks, purses, luggage, laptop cases or covers;
- Books, notebooks, review materials;
- Electronic devices of any kind, including cell phones, smart glasses, watches, cameras, electronic cigarettes – even if turned off;
- External keyboards;
- External storage devices, including CDs, DVDs, flash drives, USB drives;
- Food items – *you may access during the exam session in the company of a proctor;*
- Gloves;
- Headsets, headphones, or earbuds of any kind;
- Headwear, including hats, scarves, and headbands wide enough to cover the ears;
- Lip balm, cough drops, and eye drops;
- Medication/medical supplies – *you may access during the exam session in the company of a proctor;*
- Paper of any kind – *except for WSBA issued seating card;*
- Pencil sharpeners – *electric pencil sharpeners will be located outside the exam room;*
- Personal ear plugs – *free foam ear plugs provided on site; all other ear plugs are not permitted;*
- Tissue – *tissue boxes are located in the exam room;*
- Wallets, credit card cases;
- Water bottles, thermoses, coffee mugs, etc. (*coffee, water and cups are provided on site*)
- Watches, fitness trackers, and clocks of any kind;
- Weapons of any kind.

**Note:** Please be sensitive to others and avoid wearing heavily scented products.

## Prohibited Behaviors

### **The following conduct is prohibited at the exam site:**

- Bringing unauthorized devices (whether turned on or off) or unauthorized materials into the exam room;
- Removing or attempting to remove exam materials or information from the exam room;
- Writing on either side of WSBA-issued seating card;
- Looking at another examinee's computer screen, test booklet or answer sheet;
- Copying answers from another examinee or sharing answers with another examinee;
- Talking to other examinees in the exam room and restroom during an exam session;
- Giving or receiving assistance on the exam;
- Using any device to share or exchange information regarding the exam;
- Creating a disturbance;
- Continuing to work after the presiding officer has instructed examinees to stop;
- Eating in the exam room;
- Use of any tobacco in the exam room;
- Sitting for the MBE if you do not sit for the MEE and the MPT;
- Unlawful conduct; and
- Not following the instructions of staff administering the exam.

