

**Commonwealth of Massachusetts
Board of Bar Examiners**

SECURITY POLICY

It is **expected** that all applicants who are scheduled to take the Massachusetts Bar Examination read and understand the following Security Policy, Rules and Regulations.

You must carefully review the Board's Security Policy as this policy and all of its provisions will be **strictly enforced**. If you violate **any part** of the Security Policy, you may be subject to penalties which may impact your exam results.

SECURITY POLICY, RULES AND REGULATIONS

You are PROHIBITED from having a CELL PHONE or ANY OTHER ELECTRONIC COMMUNICATION DEVICE in the Examination Room. Any such item brought into the examination test site will be confiscated and you will be deemed to be in violation of the Board of Bar Examiner's Security Policy.

PROHIBITED ITEMS at the Bar Examination: These items are **NOT** allowed inside the Examination Room. They are strictly prohibited. If they are found the Board will be notified and you will be deemed to be in violation of the Security Policy.

- **Electronic Devices of any kind including but not limited to** Cell phones, iPhones, iPads, iPods, Blackberries, Smart Phones, Palm Pilots, calculators, cameras, alarmed clocks, recording devices, headphones, headsets, ear phones, ear buds or Bluetooth devices (except for use of wireless mouse device), MP3 players, pagers, digital watches, scanners, wireless email devices, radios, tape recorders, hand-held computers or any other personal digital assistants (PDAs).
- USB storage devices, CDs, DVDs or any other electronic media storage device(s).
- Backpacks, briefcases, handbags, luggage, purses, tote bags, bar review materials, notes, books, papers, newspapers, magazines, dictionaries, prayer books, or other study test materials in any format or any media or any other written or printed reading materials.
- Flip-flops, backless shoes, or other shoes, such as high heels or garments which may cause noise or disruption.
- Clothing or any other item with profanity printed on it or other inappropriate clothing.
- Overcoats, outerwear including jackets, sweatshirts with hoods or pockets, or neck scarves.
- Headwear including hats, scarves, caps, hoods, bandanas, visors or costume headgear.

- Highlighters, liquid correction items, post-its, or scratch paper or pencil/pen cases.
- Mechanical pencils, pencil sharpeners, erasable ink pens, felt-tip pens.
- Perfumes, colognes or scented powders.
- Transparent colored water bottles.
- Knife, gun, or weapon of any kind, regardless of whether you have a permit to carry.
- Tobacco products.

Any other item not specifically listed as an allowed item is also prohibited.

ALLOWED ITEMS FOR THE BAR EXAMINATION: Items must be stored in **one clear, gallon-size,** plastic food storage bag (no grocery store bags), excluding your water bottle. Water bottle maximum size is one liter, with **label removed.** Your water bottle must be kept under the table when not being used. Only one clear plastic spill-proof cap bottle is allowed per session containing water only.

These items are allowed in the Examination Room.

- One, clear, gallon-size food storage bag.
- One clear plastic spill-proof cap water bottle with clear water only and label removed.
- No. 2 pencils and erasers (Wednesday only – MBE Day).
- Pens (blue or black ink for Thursday only – Essay Day).
- Wallet (must fit in pocket or storage bag and not be accessible).
- Earplugs (without cords).
- Tissues, medication, hygiene products.
- Lunch (not to be consumed in exam room). No plastic containers holding food allowed.
- Keys.
- One non-digital wristwatch or clock (alarm must be deactivated and not measuring more than 4 x 4 inches).
- Headwear that has received prior approval from the BBE for religious or medical reasons only.

PLEASE LEAVE ALL VALUABLES AND ANY OTHER BELONGINGS AT HOME, IN YOUR CAR OR HOTEL ROOM.

The Massachusetts Board of Bar Examiners is not responsible for the security of these items. As previously noted you are NOT permitted at any time to bring luggage of any kind, including backpacks, suitcases, knapsacks or any other similar item into the examination testing site. *This policy will be strictly enforced.*

SECURITY POLICY, RULES AND REGULATIONS VIOLATIONS:

Please be advised that any applicant who violates any provision of the Security Policy, engages in cheating or conduct which disrupts or attempts to disrupt the bar examination process, or who breaches any examination regulation, is subject to penalties as determined by the Board of Bar Examiners or its authorized representative.

Applicants may **not** engage in any behavior or action at the examination test site, whether in or outside the Examination Room, which disrupts or attempts to disrupt the bar examination process by sound or movement.

Conduct that results in a **violation of security**, which includes, but is not limited to, carrying unauthorized items into the Examination Room, **such as cell phones or any other electronic communication device or other prohibited item(s)**, writing, typing or erasing or otherwise adding to, altering or subtracting from an examination answer once the end of the examination session is announced, is prohibited.

Looking at another applicant's test materials, using any test aids in the Examination Room, removing or attempting to remove any test materials from the Examination Room, using any type of communication device to share or exchange information, giving or receiving assistance with any applicant, talking while the examination is in session, being abusive to other applicants, staff, proctors and/or other examination personnel, is also prohibited.

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.

Any applicant who removes, or attempts to remove, from the Examination Room any element of the Multistate Bar Examination (question booklet and/or answer sheet) or any essay answer booklet FOR ANY REASON OR FOR ANY AMOUNT OF TIME WILL IMMEDIATELY be disqualified from the examination.

VIOLATION OF SECURITY POLICY, RULES AND REGULATIONS:

POSSESSION OF A PROHIBITED DEVICE OR ITEM WILL BE TREATED AS A VIOLATION OF THE BOARD OF BAR EXAMINERS' SECURITY POLICY. ANY AND ALL VIOLATIONS OF THE SECURITY POLICY WILL RESULT IN NOTICE TO THE BOARD OF BAR EXAMINERS.

PENALTIES MAY INCLUDE, BUT ARE NOT LIMITED TO, IMMEDIATE DISQUALIFICATION AND EJECTION FROM THE EXAMINATION TEST SITE, NULLIFICATION OF YOUR EXAMINATION SCORE, DISQUALIFICATION FROM FUTURE EXAMINATIONS, AND ANY OTHER PENALTIES DETERMINED BY THE BOARD OF BAR EXAMINERS.

INFORMATION REGARDING YOUR VIOLATION(S) OF THE SECURITY POLICY, RULES OR REGULATIONS WILL BE KEPT ON FILE WITH THE BOARD OF BAR EXAMINERS. THIS INFORMATION WILL BE TAKEN INTO CONSIDERATION RELATIVE TO ANY FUTURE APPLICATION FOR ADMISSION TO THE BAR IN MASSACHUSETTS AND MAY BE SHARED WITH OTHER JURISDICTIONS.