Board of Law Examiners Appointed by the Supreme Court of Texas

Texas Bar Examination General Instructions - February 2022

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Texas Bar Examination General Instructions - February 2022 Updated 2/7/22

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Standard Daily Schedule	Tuesday MPT 1-2 MEE 1-6	Wednesday MBE 1-100 MBE 101-200	
Morning Session Instructions begin at 8:30 a.m.	MPT 1, MPT 2 3 hrs. of testing	MBE 1-100 3 hrs. of testing	
Lunch Break (Approximate)	12:30-1:30	12:30 - 1:30	
Afternoon Session Instructions begin at 1:30 p.m.	MEE 1-6 3 hrs. of testing	MBE 101-200 3 hrs. of testing	

Daily Testing Schedule

No additional time will be granted to anyone arriving late. No exceptions will be made under any circumstances.

Examinees with testing accommodations should consult their individual correspondence.

Texas Bar Exam Security Policy

1. Safety Procedures

We plan to administer the February 2022 Texas Bar Exam in-person. We will continue to monitor the COVID-19 pandemic. We will notify applicants of any changes to the exam administration.

2. Secure Area

Each exam site has a designated Secure Area. Restrooms and water fountains are located within the Secure Area. If you leave the Secure Area during a testing session, you cannot re-enter it during that testing session, and you may be disqualified from the entire exam. Do not leave the Secure Area during any testing session to use alternate restrooms, smoke, eat, drink, or for any other reason.

3. Required Items

You *must* present the following items in order to enter the Secure Area:

- Admission Ticket
- Valid, unexpired government-issued photo identification, such as a driver's license or a passport.

4. Permitted Items

In addition to the Required Items listed above, you are permitted to bring the following items into the Secure Area:

- ✓ Pencils (non-mechanical), erasers
- ✓ Keys, key cards
- ✓ Cash, credit cards
- ✓ Sweater or jacket
- Prescription medicine, in its original packaging
- Prescription eyeglasses (no cases, no cleaning cloths, no dark lenses)
- ✓ Contact lenses, in individual containers (no boxes)
- Individually-wrapped feminine hygiene products, which may be stored in an opaque box
- Items pre-authorized in a written Special Arrangement for Health-Related Condition (see item 5, below)
- ✓ One clear plastic bag to hold Permitted Items
- Pens, highlighters (Tuesday only. <u>Not allowed on Wednesday</u>.) Often Overlooked!
- Authorized laptop, extension cord, external mouse, external keyboard, cooling stand (Tuesday only.)

5. Special Arrangements for Health-Related Conditions

If you believe that you need to bring items in the Secure Area that are not listed above as Required or Permitted, such as medical supplies or lactation pumps, or if you believe you need any special arrangements to address health-related conditions, please contact your Licensure Analyst as soon as possible for instructions on how to request special arrangements. **Requests received after February 1 may not be considered for a February exam. Requests received after July 1 may not be considered for a July exam.** (*Note: This paragraph does not apply to testing accommodations based upon a disability, which are governed by the procedures, timelines, and requirements of Rule 12.*)

 Water in see-through containers with no labels. As many containers as you like.

6. Provided Items

We will provide the following at each test site:

- Clocks or countdown timers, which will be clearly displayed and visible from each seat at each test site
- Water fountains
- Foam ear plugs
- Tissue
- Cough drops

7. Prohibited Items

Anything not listed above as a Required Item, Permitted Item, or Provided Item is Prohibited in the Secure Area. Cell phones are Prohibited. If you bring a cell phone or any other Prohibited Item into the Secure Area, you may be immediately disqualified from the exam. We may confiscate Prohibited Items from you and retain them as necessary for inspection. We will report violations to the Board, who could nullify your exam results, conduct a hearing into your character and fitness, and/or take other actions.

Examples of **Prohibited Items** include:

- ✗ Study materials
- Cell phones, smart watches, fitness trackers, and any other electronic device
- ★ Watches of any type, timers, clocks
- × Mechanical pencils
- × Pencil sharpeners
- ✗ Pens and highlighters on Wednesday (MBE day)
- ✗ Food and beverages (including, candy, gum, mints, cough drops)
- × Cameras, scanners, recorders
- × Hats, scarves, headgear (except

religious items)

- ✗ Backpacks, purses, tote bags
- Headphones, ear plugs, or any sound suppression device (other than foam ear plugs provided by us)
- × Billfolds, wallets, cardholders
- × Calculators
- × Smoking materials
- Weapons and guns—even if you have a license to carry a concealed handgun
- Anything not listed as a Required or a Permitted Item

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8. Empty Pockets

Any pockets in your clothing must be empty. Place your smaller Permitted Items in a clear plastic bag.

9. Communications

You cannot communicate with anyone other than a proctor or Board personnel during any testing session. This prohibition includes even casual comments to other examinees in the restroom or other parts of the Secure Area during a testing session. Do not bring cell phones or communication devices of any kind to the Secure Area.

10.When Time is Called

At the end of each session, we will announce STOP. When we say STOP, you must immediately stop writing, typing, bubbling, or otherwise working on the exam. Writing, typing, bubbling, or otherwise working on the exam for any amount of time after we announce STOP is a serious violation of the Honor Pledge. We will report the incident to the Board, who could nullify your exam results, conduct a hearing into your character and fitness, and/or take other actions.

All handwritten answers for all testing sessions must be turned in before or at the end of each session. Laptop examinees must upload their answers by the stated deadline. Once you have turned in your exam, you may not retrieve it for any reason. No overtime is allowed.

Violations of any instruction related to exam security may result in the nullification of your exam.

11. Laptops

If you have properly applied to use, and have properly registered, your laptop, you will use it on Tuesday. Instructions for launching Exam360 will be distributed to you on Tuesday at the exam site. You must read and follow these instructions. On Tuesday, you must leave your laptop at your seat in the exam room during the lunch break. Staff and security will be present in the exam room during the break to monitor laptops and other belongings.

Once you open your laptop in the Secure Area, you must launch Exam360 immediately—you cannot use your laptop to read notes, check e-mail, or browse the internet. **Once in the Secure Area, accessing anything on your laptop other than Exam360 is a violation of the Honor Pledge.**

For information on using your laptop for the Bar Exam, see <u>Bar</u> <u>Exam/Laptop Information</u> on our webpage.

Honor Pledge

At the end of each test day, you will be given time to write the Honor Pledge in your usual handwriting, affirming that you have not violated the Security Policy (Items 1-11, above), cheated, or otherwise compromised the integrity of the Bar Exam, and that if you observed anyone else doing so, you have fulfilled your ethical duty to report your observations to a proctor or other Board staff at the exam site.

- On Tuesday, we will instruct you to write the pledge on the inside back cover of the MEE Essay question book.
- On Wednesday, we will instruct you to write the pledge will write the pledge on the appropriate section on the back of your MBE answer sheet. If you cannot honestly write the pledge on any given day, you must contact a proctor.

The Honor Pledge:

I have abided by the Texas Bar Exam Security Policy. If I am aware of anyone having violated the Security Polity, I have already reported this to the Board of Law Examiners staff.

Disruptive Behavior

Disruptive behavior in any form will not be tolerated. The site administrator has sole discretion in determining what constitutes disruptive behavior and is authorized to dismiss from the Secure Area any examinee who creates a disturbance. An examinee who is dismissed for disruptive behavior might not be allowed to return, which could result in the examinee's exam not being graded.

Exam Day Procedures

1. Examinee Number

Your randomly assigned 5-digit examinee number is printed on your Admission Ticket. The Bar Exam is processed and scored entirely by examinee numbers.

2. Seating

You must sit in the seat marked with your examinee number. Do not change your seat without permission from a proctor or other Board staff.

3. Leaving Your Assigned Seat

You cannot leave your assigned seat during the first 10 minutes or the last 10 minutes of any testing session (except as permitted by Board staff in response to an emergency).

If you leave your assigned seat during an allowable period of a testing session, follow this procedure:

- Take your printed test materials (all question books, answer books, and/or grids), your Admission Ticket, and your photo ID to your designated proctor table at the front of your section.
- Place your test materials *face down* on the proctor table. Place your Admission Ticket on top of your test materials.
- Take your photo ID with you.
- When you return, show your photo ID to the proctor, who will confirm your identify and return your test materials and Admission Ticket to you.

4. 10-minute Warning

The Board will announce when 10 minutes remain in each session. If you are still in the Secure Area, you will be required to stay in your seat for the remainder of the session, and until you are dismissed.

5. Marking in Question Books

You may underline, mark, diagram, write, and make notes on all

question books, but such markings will not be graded.

6. Scratch Paper

You cannot bring your own scratch paper for any testing session. You may make notes in your exam question book.

- You cannot use laptop instructions, your admission ticket, your tabletop, a handwriting answer book, or anything else—other than the exam **question** book—as scratch paper.
- Do **not** write anything on your laptop instructions, your admission ticket, or your tabletop at any time.

7. Exam Material Security

Before we dismiss examinees from a testing session, we must account for all test materials, including question books. Therefore, if you are present when time is called at the end a testing session, you must remain quietly in your seat until we account for the test materials. Please consider this as you make plans for meeting any responsibilities you may have at the end of these testing sessions.

8. Withdrawing from the Bar Exam

If you decide not to take this Bar Exam, send a message to your licensure analyst through your ATLAS home page. Fees are *not* refunded and are *not* transferred to a future exam. If you want to take a future exam, you must submit a re-application and fees by the applicable deadline in Rule 9(a). (You would *not* be eligible for the special re-application deadline set out in Rule 9(f).)

9. Starting, But Not Completing, the Bar Exam

You may take the Bar Exam a maximum of 5 times. If you sit for any part of an exam, it will count as one of your 5 attempts. However, unless you make a bona fide effort to complete each section of the exam, we will not grade any part of the exam, and if you want to take a future exam, you must submit a re-application and fees by the applicable deadline in Rule 9(a). (You would *not* be eligible for the special re-application deadline set out in Rule 9(f).)

10. General Advisory

The Board of Law Examiners will do its best to provide appropriate testing conditions. Dress in layers to adjust to the temperature in the exam room. Be prepared to be flexible.

Day 1, Morning Session: MPT 1 and MPT 2

The Multistate Performance Test (MPT) tests fundamental lawyering skills in a realistic situation. The MPT presents two tasks to be completed in one 3-hour session that a beginning lawyer should be able to accomplish. Each task is assessed on a 6-point scale, where a 6 is the highest possible score and 0 is the lowest possible score. For more information: <u>NCBE website</u>.

The MPT 1 and MPT 2 are both administered together in a single 3hour testing session. It is up to you to decide how to divide your time between the two MPTs.

Answer MPT 1 in the appropriate MPT 1 answer section; and likewise, answer MPT 2 in the appropriate MPT 2 answer section.

1. If you use a laptop for the MPT

- You will receive written instructions to open the appropriate answer file in Exam360. (Do *not* write anything on these instructions.)
- You will receive 2 question books, one for MPT 1 and another for MPT 2. The contents of these question books will *not* appear in any Exam360 screen.
- You will type your response to MPT 1 into the appropriate Exam360 screen for MPT 1. There are no character limits for this response.
- You will type your response to MPT 2 into the appropriate Exam360 screen for MPT 2. There are no character limits for this response.
- If you experience technical difficulties, an on-site technician may be able to help. You can ask your proctor for a handwriting book and continue working in that book. If your technical difficulties are resolved, you can then switch back to working in your laptop. After

the exam, we will merge all parts of your answer together for grading.

2. If you handwrite the MPT

- You will receive a question book and an answer book for MPT 1, and another question book and answer book for MPT 2.
- Begin each answer on the first lined page of the appropriate answer book and continue on each lined page. Use both sides. Do not skip lines. Do not write in the margins—anything in the margins will not be scanned and thus will not be read or graded.
- Write your answers in **black ink only**. Do not use pencil, erasable pens, blue ink, or fine point pens—these do not scan well.
- Each answer book has ample room for you to write a complete and thorough answer. However, if you use all the pages and need more answer space, you may ask a proctor for assistance.

Day 1, Afternoon Session: Multistate Essay Examination 1-6

The Multistate Essay Examination (MEE, or Essays) presents 6 essay questions to be answered in one 3-hour session. Each essay question is assessed on a 6-point scale, where a 6 is the highest possible score and 0 is the lowest possible score. Answer each MEE Essay in the appropriate MEE Essay answer section. For more information, please see the <u>NCBE website</u>.

You may write in the question book. You may not bring scratch paper, and we will not provide any scratch paper. You cannot use laptop instructions, your admission ticket, your tabletop, a handwriting answer book, or anything else—other than the exam question book—as scratch paper.

1. If you use a laptop for the Essays

- You will receive written instructions and a password to open the appropriate answer file in Exam360. (Do *not* write anything on these instructions.)
- You will receive 1 question book containing 6 essay questions. The

essay questions will be numbered. The essay questions will *not* appear in any Exam360 screen.

- Be sure to answer each question in the correct Exam360 screen.
- There is no character limit for your answers.
- If you experience technical difficulties, an on-site technician may be able to help. You can ask your proctor for a handwriting book and continue working in that book. If your technical difficulties are resolved, you can then switch back to working in your laptop. After the exam, we will merge all parts of your answer together for grading.

2. If you handwrite the Essays

- You will receive 1 question book containing 6 essay questions. The essay questions will be numbered.
- You will receive 1 answer book with 6 sections. The sections will be numbered.
- Write your answer to Question 1 in the section of the answer book that is labeled Question 1, and write your answer to Question 2 in the section labeled Question 2, and so on.
- Write your answer in **black ink only**. Do not use pencil, erasable pens, blue ink, or fine-point pens—these do not scan well.
- Begin your answer on the first lined page of the appropriate section. Use both sides. Do not skip lines or pages. Do not write in the margins.
- We have provided enough pages in each section for you to write a complete and thorough answer. If you use all the pages **in a section** and need more space for that section, ask for assistance.

Day 2, Morning Session: Multistate Bar Exam 1-100

• The Multistate Bar Examination (MBE) consists of 200 multiplechoice questions, divided equally into two 3-hour testing sessions with a lunch break between sessions. The MBE covers the following subjects: Civil Procedure, Constitutional Law, Contracts, Criminal Law and Procedure, Evidence, Real Property, and Torts. All subjects are covered in both the morning and the afternoon sessions. For more information, please see the <u>NCBE website</u>.

- The MBE is machine-graded and must be taken with a No. 2 pencil or an equivalent.
- Bring enough pencils to allow for dulling and breakage. Do *not* bring a pencil sharpener. Do *not* bring pens or highlighters.
- You must enter your answers on the answer grid before time is called. Answers circled in the question book will *not* be graded.
- We must account for all MBE materials before examinees are dismissed. Therefore, if you are present when time is called at the end of each of the MBE testing sessions, you must remain quietly in your seat until we collect and account for all testing materials. Consider this as you make plans for meeting any responsibilities you may have at the end of Wednesday's testing sessions.

Day 2, Afternoon Session: MBE 101-200

The procedure for the afternoon session is the same as the procedure for the morning session.

Results

We plan to release results of the February 2022 exam in mid-April. Please do not contact the Board's office to ask if results will be released before this time.

We will deliver results of the Bar Exam as follows:

- **Through ATLAS**. We will deliver your results to your ATLAS account and e-mail you a notification when the results are delivered. It is important to keep your e-mail address updated in ATLAS.
- On our website. We will post a list of the names and examinee numbers of successful examinees on the Board's website, <u>www.ble.texas.gov</u>. Keep your examinee number, especially if you have a common name, so you can refer to it when reviewing the pass list.

• By first class mail. Upon request, we will mail your results to you.

Additional Licensing Requirements

You cannot be admitted to the Bar of Texas unless and until you satisfy all requirements set out in Rule 2 of the Rules Governing Admission to the Bar of Texas. In addition to passing the Bar Exam, requirements for licensing also include:

- Completing the <u>Texas Law Course</u>
- Satisfying <u>Rule 2(a)(5)</u>
- Scoring 85 or higher on the <u>Multistate Professional Responsibility</u> <u>Examination</u>
- Paying <u>fees and assessments</u> required by Article III, Sec. 2(A) of the State Bar Rules
- Enrolling in the State Bar of Texas
- Taking the <u>oath</u> required by Government Code §82.037.

If you do not satisfy *all* licensing and admission requirements within 2 years of the date we notify you of your passing Bar Exam score, the score will be void. Rule 2(b).

New Lawyers' Induction Ceremony

The State Bar of Texas plans to hold a New Lawyers' Induction Ceremony shortly after results are released. More information will be provided with result letters.

The Examination Review Process

Rule 11 of the Rules Governing Admission to the Bar of Texas provides two alternative methods to review your performance on parts of the Bar Exam: formal reviews and informal reviews. Reviews are not appeals or regrades and will not result in a change to your Bar Exam score.

Formal Reviews. Rule 11(g) provides for a one-time formal review, which is an individual, oral review of your performance on the Bar Exam (excluding the MBE). You are entitled to a formal review if you

have failed the Texas Bar Exam more than once and have not previously had a formal review. Regardless of the number of Bar Exams taken, you are entitled to only **one** formal review. We must receive your request for a formal review 14 calendar days after results are released. We will notify you of exact dates and additional procedures after we receive and process all requests.

Informal Reviews. If you are unsuccessful on the Bar Exam, we will provide you with a written Informal Review of your performance on all components of the Bar Exam, as provided by Rule 11. (You do not need to request an Informal Review.)

Scoring and Weighting



For More Information

www.ble.texas.gov

- Notices and Announcements (home page)
- Bar Exam Information
- <u>Rules Governing Admission to the Bar of Texas</u> (Rulebook tab)
- <u>FAQs</u>

www.ncbex.org

- Subject matter outlines, sample questions, and other information for MPT, MEE, and MBE
- Multistate Professional Responsibility Exam (MPRE)

Tuesday	Wednesday	Required or Permitted Item
		Required: Admission Ticket
		Required: Government-issued photo id
		Pencils (non-mechanical), erasers
		Keys, key cards, cash, credit cards
		Water in see-through containers with no labels.
		Sweater or jacket
		Prescription medicine, in its original packaging
		Prescription eyeglasses (no cases, no cleaning cloths, no dark lenses)
		Contact lenses, in individual containers (no boxes)
		Individually-wrapped feminine hygiene products, which may be stored in an opaque box
		Items pre-authorized in a written Special Arrangement for Health-Related Condition
		One clear plastic bag to hold Permitted Items. The bag can be any size and any shape. Large items such as laptops and extension cords do not have to be stored it the plastic bag.
	Not Allowed	Pens, highlighters (Tuesday only. Not allowed on Wednesday.)
	Not Allowed	Authorized laptop, extension cord, external mouse, external keyboard, cooling stand (Tuesday only. Not allowed on Wednesday.)

Checklist of Required and Permitted Items