

## The State Bar of California

### FREQUENTLY ASKED QUESTIONS: TESTING ACCOMMODATIONS

These FAQs are a living document. They are subject to revision and will be supplemented and updated as needed. For February 2025 and into the future, the California Bar Exam will be administered remotely and at vendor-owned test centers. As a result, the manner in which some testing accommodations have been administered in the past may look different than previous administrations.

#### **California Bar Examination**

1. I want to go through the streamlined approval process based on prior accommodations on a high stakes exam. How do I submit the request?

All applicants requesting testing accommodations through the streamlined approval process must submit a complete testing accommodations application through their Applicant Portal, certify they are currently experiencing the same functional limitations as when they took the high stakes exam, and upload a copy of their accommodation verification letter. Please keep in mind the testing accommodation application is a separate application from the bar exam application.

Prior accommodations will be approved by the State Bar without the need for further documentation if all the following are satisfied:

- the prior accommodations were approved for a permanent disability;
- you are requesting the same (or lesser) accommodations granted on the high stakes exam;
- the State Bar offers equivalent testing accommodations;
- you submit proof of the prior approval of accommodations granted by the testing entity;
- you certify you are experiencing the same function limitations by the permanent disability;
- you submit a testing accommodations application with all sections completed; and
- your request is not for more than 100% extra time, hard copy exam materials and/or a private room.

#### 2. How are the exam questions delivered?

All applicants will receive electronic exam materials; hard copy exam materials are not provided by default. If you request hard copy materials, you must provide adequate documentation and rationale to support the requested accommodations and their relationship to your disability-related functional limitations. Frequently Asked Questions: Testing Accommodations January 2025

#### 3. What items am I allowed to bring in the exam room?

Items listed in the Admittance Ticket Bulletin are allowed without prior approval. The Admittance Ticket Bulletin can be found at the <u>California Bar Exam</u> webpage. Items not listed in the bulletin will require approval through the testing accommodation process. Please refer to the bulletin for the prior administration of the exam if the bulletin is not yet available for the exam you intend to take; however, please note that the bulletin is subject to change.

#### 4. I can't view my Admittance Ticket. What do I do?

Make sure you complete all demographic information located in your <u>Admissions</u> <u>Applicant Portal</u>. To locate this section, go to My Profile at the top right corner and click on the Update the contact information link. Select the Edit button and scroll down to Demographic section.

If you have a pending request for testing accommodations, your Admittance Ticket will not be released until your testing accommodation case is concluded.

5. Why does my Admittance Ticket say 2-day exam when I've been approved for extended days?

For all applicants, the Admittance Ticket will reflect whether they are approved to take the 1-Day Attorneys' Examination or the 2-day General Bar Examination. Your Admittance Ticket will not reflect your extended testing days.

- I've been granted extra time, where can I find the schedule? Please refer to the extended time schedules posted <u>online</u>.
- 7. I am testing in-person. How do I know where I will take the exam? Applicants will receive an email from Meazure Learning, the vendor responsible for delivering and proctoring the exam. Applicants will work with Meazure Learning to schedule their exam session.
- 8. Am I allowed to leave the test site for lunch, or do I remain on site? Applicants have 45 minutes for a lunch break. You are allowed to bring a lunch, but may not eat lunch in the exam room. Please review the sample schedules online, as lunch schedules vary.
- **9.** Am I allowed to bring a backpack or personal bag to hold items if testing in person? You are not permitted to have any extraneous or personal items (e.g., backpacks, purses, cell phones, etc.) in the exam room. Such items will not be allowed into the testing rooms and must be left outside of the secure testing area. Ensure all audible devices left outside or in the designated courtesy area are set to silent or turned off.
- 10. How long does it take until I find out whether my request for accommodations is approved or not? I would like to know if I need to file an appeal.

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The processing may take up to 60 days from the date your Testing Accommodations application is deemed complete by the State Bar. If you submit an application close to the final filing deadline, there may not be enough time after receiving a decision to submit a request for review. Early filing is strongly encouraged.

# 11. My qualified professional has already completed Form B, C, D, E, F. Will the State Bar still accept it?

Yes, the prior testing accommodations forms are still accepted if they are already completed. Going forward, applicants should use the Qualified Professional Certification Form (QPC). To provide verification of prior accommodations from your law school or another jurisdiction, you must submit the verification letter from that entity.

#### 12. How do I enlarge my font?

Exam questions are now provided electronically and applicants testing on a computer can enlarge their font size on their screen.

- The "Font Size" slider bar on the exam software will enlarge the question.
- The zoom magnifying glass icon in the browser will enlarge your answer.

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