

Maryland State Board of Law Examiners

Pre-Exam Information for the February 2024 Uniform Bar Exam in Maryland

The information herein pertains primarily to the Standard Administration of the Uniform Bar Examination in Maryland. *Applicants approved for ADA test accommodations should refer to their individual letter granting test accommodations for any changes to this standard information.*

EXAM LOCATIONS FOR FEBRUARY 2024

The standard administration of the February 2024 UBE in Maryland will be held at the following location(s): **MARTIN'S WEST, 6817 Dogwood Road, Baltimore, MD 21244** and **MARTIN'S CROSSWINDS, 7400 Greenway Center Drive, Greenbelt, MD 20770**

Lunch on Exam Day - There are limited lunch options within walking distance of any of the exam sites. Applicants are encouraged to research their lunch options prior to exam day. Applicants may bring a packed lunch, but they will be required to leave the exam room between exam sessions. There are no facilities to refrigerate or heat food at any of the exam locations.

SEAT NUMBER LETTERS

Applicants' seat numbers will be available on their eBar "My Status" page approximately ten (10) days prior to the exam. Applicants will be notified by email when seat numbers are available. (Please note that seat numbers are subject to change for logistical reasons up to the day of the exam.)

- **EACH APPLICANT MUST PRINT THEIR SEAT NUMBER LETTER ON PLAIN WHITE PAPER AND BRING IT TO THE EXAM SITE ON ALL DAYS OF THE EXAM.**
- **DO NOT WRITE OR TYPE ANYTHING ON THE PRINTED SEAT NUMBER LETTER.**
- **THE SEAT NUMBER LETTER INCLUDES THE APPLICANT'S NCBE NUMBER. APPLICANTS WILL ALSO NEED TO KNOW THEIR FULL SOCIAL SECURITY NUMBER IN ORDER TO RECORD THAT INFORMATION ON THEIR MBE ANSWER SHEET.**

Applicants must check their eBar account regularly to ensure that the account reflects current contact information and to confirm that the account shows the correct NCBE number. Click on the "My Account" tab in eBar to confirm all contact information. Applicants must log in to their NCBE account at www.ncbex.org to confirm their NCBE number and notify SBLE by email if the NCBE number displays incorrectly on eBar.

Use a Change of Contact Information (COCI) form to make any necessary corrections. The form is at <http://www.mdcourts.gov/ble/pdfs/changeincontactinformationform.pdf>. (Scan and email a PDF of the signed COCI form to SBLE@mdcourts.gov with any changes.)

PERMITTED/PROHIBITED ITEMS ON EXAM DAY

THERE IS NO SPECIFIC DRESS CODE FOR THE UBE IN MARYLAND. Dress for your own comfort; be prepared for warm or chilly temperatures. No hats or other head coverings are permitted, unless SBLE has granted a religious or medical exemption. Hoody sweatshirts may be worn with the hood DOWN only.

Items Required or Permitted At/Under the Bar Exam Testing Table: Applicants **MUST** have: their permitted laptop equipment described below (if applicable); several black or blue ballpoint pens to hand write their essay answers in the event they are not using a laptop or become unable to use their laptop; several sharpened soft lead (#2/HB) pencils with erasers (NO MECHANICAL PENCILS) for marking answers on the Multistate Bar Examination, their photo identification as described below, and their seat number letter/examination pass

printed on plain white paper. In addition, applicants may have at their test table: highlighters (use permitted on Essay Day only), erasers, and a capped/lidded drink. Applicants may contain their required/permitted items in a clear, one-gallon (or smaller) Ziploc-type bag.

SBLE will provide one pair of foam ear plugs per person per day. Facial tissues and hand sanitizer will be available at each proctor table. Applicants requiring menstrual products on exam day may possess those items at their testing table.

Photo Identification at the Bar Examination: Applicants will be required to display acceptable, government-issued photo identification at the exam site for each session. Driver's licenses, government employee identification cards, military IDs, passports, or U.S. permanent alien resident cards ("green card") are acceptable forms of photo identification. The photo ID must be valid (NOT EXPIRED) and must match the **name** printed at the top of the seat number letter/examination pass. IDs need not display the applicant's current address.

All Other Items Prohibited at the Testing Tables: Bar review materials, texts, law books or any other reference material; purses/handbags, backpacks, brief cases, luggage or any other type of bag; **watches, clocks, and other time keeping devices of any kind; phones, personal digital assistants, cameras or any imaging devices, or any other electronic device;** rulers, scissors, or any other desk tool; hats and other head coverings unless the Board has granted a religious or health exemption; ear plugs other than those issued by SBLE, and anything else not specifically listed as a permitted item. At the Baltimore Convention Center, these items must be placed against the outer walls of the exam hall, away from any testing tables and away from the stage. Do not block any emergency exits with personal belongings. At the ADA test accommodations site, applicants will receive specific instructions on where to place personal belongings during testing.

LAPTOP USE ON THE MARYLAND BAR EXAMINATION

Applicants may use a laptop computer on MPT/MEE day if they request laptop use on the Notice of Intent, register the laptop with the designated exam software vendor, and pay the associated fee to the software vendor. There is no separate laptop application form required.

Advanced Registration of Laptops

SBLE has selected Exam4 by Extegrity, Inc. as its laptop software vendor for February 2024.

- Laptop registration will open at about 12:00:00am on Thursday, February 8, 2024. Applicants will be notified by email when laptop registration opens.
- The laptop registration period will run for five (5) days until 11:59:59pm on Monday, February 12, 2024. The on-time laptop registration fee is \$130 payable directly to Extegrity during the registration process.
- There will be a brief late-registration period from 12:00:00am on Tuesday, February 13, 2024, that will end at 11:59:59pm on Wednesday, February 14, 2024. Applicants registering during the late-registration period will pay a late registration fee of \$180 directly to Extegrity during the registration process.
- Applicants who fail to register their laptop by the close of the registration period will not be permitted to use a laptop on the exam and may be subject to administrative withdrawal from the exam.

Anyone not receiving the laptop registration e-mail on the scheduled registration opening date must send an email immediately to sble@mdcourts.gov to confirm their exam filing status and that they have requested laptop use on the Notice of Intent.

Examination Day Procedures for Laptop Users

Required Items: The registered laptop, and the compatible power cord/adaptor. Be sure that the laptop's battery is fully charged in the unlikely event of a power interruption.

Permitted Items: An electrical outlet will be located either on the tabletop or on the floor directly under each testing table; applicants may bring an extension cord if the laptop's power cord/adaptor is less than 6' long. Applicants may use a compatible mouse and full-sized or keyboard, either or both of which may be wireless. Remove any written material (such as stickers or post-it notes) from the surface of the laptop and remove all removable/detachable media (such as DVDs, CDs, SD cards, and flash/USB drives,) as these items are not permitted in the examination room.

Prohibited Items: Do not bring a laptop other than the one on which the required exam software was successfully registered and installed. **BACKUP LAPTOPS ARE PROHIBITED.** External hard drives are prohibited. External monitors are prohibited. Do not bring flash drives, CDs, DVDs, SD cards, or any other removable media. Unauthorized media will be confiscated and may not be returned.

Start-Up Procedures : Arrive at the designated examination location not later than 8:00 a.m. on Essay Day. The doors to the exam room will open at approximately 8:05 a.m. Proceed to your seat and set up your laptop, boot up your system, connect to the facility's WiFi network, and initialize the exam software program. The WiFi network name and password (if any) to connect to WiFi will be provided in written instructions that will be on each applicant's table when you arrive. Make every effort have your laptop ready by 8:45 a.m. Examination announcements will begin promptly at 8:45 a.m. The examination time will commence to run at the end of the examination announcements. Applicants who are unable to successfully launch the testing software for any reason by the commencement of the examination will have the option to hand write their answers. No extra instructions or extra time will be given to any applicant arriving late or encountering problems in accessing the exam software. **No exceptions for any reason.**

Extegrity will make on-site technicians available to troubleshoot hardware/software issues on exam day. **Prior to the start work announcement, the software vendor's on-site engineers may assist you at your exam table. Once the examination time begins to run, you may seek assistance from the on-site engineers by taking your laptop to the engineers who will be distributed around the testing room. No technical support will be provided at the exam table after the examination begins.** If unable to quickly resolve a problem that occurs after the examination starts, do not waste time waiting; you are strongly encouraged to ask your proctor for a set of Answer Books to work on the exam by hand until your laptop is working again. No extra time will be given on account of technical failures during the exam. **No exceptions.**

Execution of Waiver of Liability: On the first day of the examination, each applicant will be required to execute a waiver confirming that they have complied with the conditions for using a laptop, acknowledging that no extra time will be given on account of technical failures, acknowledging that their only option may be to handwrite the examination if the software or hardware on their laptop does not work, and releasing the State Board of Law Examiners, the laptop software vendor, and others from any liability in the event of a malfunction of a software or hardware malfunction.

Examination Steps: Applicants will use the separate answer files for the morning and afternoon sessions. There will be a morning session answer file for the two (2) Multistate Performance Test (MPT) items and an afternoon session answer file for six (6) Multistate Essay Examination (MEE) answers. Examination questions will be distributed to laptop users in the same hardcopy format received by applicants who elect to hand write the MPTs and MEEs.

Be careful to follow the instructions provided at the examination. Use great care while editing to ensure you do not inadvertently delete part of your answer.

Importance of Writing/Typing Answers in Correct Location: The exam software will feature a designated location for the answer to each exam item/question. The answer locations will be clearly labeled. The answer to the MPTs and each MEE question must be typed in the location designated for the answer. The State Board of Law Examiners attempts to reconcile answers typed in the wrong field, but applicants risk not having the Board grade an answer that is typed in the wrong field. Anyone who inadvertently types an answer in the wrong field must address the problem with the Board's Staff by completing an Incident Report fully explaining the error at the examination site immediately after time expires for that session.

Post Examination Steps: **Applicants are strongly encouraged to upload their exam answers to the software vendor's servers via WiFi at the exam site.** If Internet access becomes unavailable or if any applicant is otherwise unable to upload all their answers wirelessly on site, each applicant connect their laptop to the internet after leaving the examination site and upload all the written answers by 11:59 p.m. Eastern Time on Exam Day. Applicants will receive a confirmation notice automatically from the software vendor when upon successfully completing the upload. Applicants not receiving a confirmation notice should contact vendor support on-site or after the exam to confirm their uploads.

The State Board of Law Examiners will receive all applicants' answers at its office using a standard format for line spacing and font. The printed answers may look different from what the applicant saw on their laptop screen, but the content and organization of the answers will not be altered.

If there is a problem receiving any answers, the State Board of Law Examiners may require the applicant to bring their laptop to the Board's office so that an encrypted copy of the answers may be retrieved from their hard drive. Applicants are strongly discouraged from deleting the exam software from their laptop until they receive their official exam results.

INFORMATION CONCERNING THE MPTs AND MEEs

The total testing time for the standard administration of the written test is six (6) hours. The morning test session will be three (3) hours*, and the afternoon test session will also be three (3) hours*. The two (2) MPTs are administered in the morning.* The suggested time allotment is 90 minutes* for each MPT Question. The six (6) MEE questions are administered in the afternoon.* The suggested time allotment is 30 minutes* for each MEE question.

Both MPT questions will be distributed at the beginning of the morning test session.* Applicants may use the allotted three (3) hours testing time at their discretion. The MPT Question booklets and the MPT answer booklets (for those not using a laptop) will be collected at the end of the morning test session. No MPT question or answer booklets may be taken from the testing room by an applicant for any reason.

All six (6) MEE questions will be distributed in a single booklet at the beginning of the afternoon test session.* Applicants may use the allotted three (3) hours testing time at their discretion. The MEE question booklet and all answer booklets (for those not using a laptop) will be collected at the end of the afternoon test session (if not using a laptop). No MEE question or answer booklets may be taken from the testing room by an applicant for any reason.

**Question delivery, session lengths, and suggested time allotments may vary for applicants receiving ADA test accommodations.*

Number the subparts of your answers to correspond to the subpart numbers (if applicable) on the question books, but do not copy the questions.

Scratch Paper: Each applicant will be given one (1) Scratch-Work booklet for each essay exam session. All Scratch-Work booklets will be collected at the end of each session. NO CREDIT WILL BE GIVEN FOR ANSWERS WRITTEN IN THE SCRATCH WORK BOOKLET.

For laptop users: All exam answers must be typed into the proper section of the proper answer field (or handwritten in the proper Answer Book if technical issues require you to hand write your answers).

- Morning (MPT) Session: There will be one (1) answer file in the exam software program for the morning MPT session, which will be divided into two (2) sections by an answer separator. Write your answer to MPT1 above the answers separator and write your answer to MPT2 below the answer separator. DO NOT edit or delete the answer separator.
- Afternoon (MEE) Session: There will be one (1) answer file for the afternoon MEE session, which will be divided into six (6) sections by answer separators. Write your answer to MEE-1 ABOVE the first separator and write your answer to MEE-2 BELOW the first separator. Write your answer to MEE-3 BELOW the second separator and so on. DO NOT edit or delete the answer separators for any reason.
- Some applicants receiving ADA test accommodations may be required to use more than one answer file for the MPT and MEE sessions. Applicants

For hand writers:

- Individuals hand-writing any portion of the exam must use dark blue, blue-black, or black ink so the writing can be easily read.
- Applicants must furnish their own pen(s). Do not use a felt tip pen, fountain pen, or any other pen that may bleed through the pages of the answer book.
- The Board will not grade an illegible answer. Applicants should print their answers if their handwriting is difficult to read.
- There will be one (1) answer book for each of the two (2) MPTs in the morning session and one (1) answer book for each of the six (6) MEE questions.
- No extra answer books will be issued.
- NO CREDIT WILL BE GIVEN FOR ANSWERS WRITTEN IN THE SCRATCH-WORK BOOKLET.
- MPT Answer Books will have "MPT-1" and "MPT-2" printed on the covers.
- The MEE answer booklets will have the "MEE-1" through "MEE-6" printed on the covers.
- Your seat number will be pre-printed on your answer books when you receive them. Ensure your correct seat number is printed on each answer book.

Importance of Writing/Typing Answers in Correct Book/Field: The answer to each question must be written/typed in the book/field designated for the answer. The State Board of Law Examiners attempts to reconcile answers written or typed in the wrong location, but applicants who inadvertently types or writes an answer in the wrong location must address the problem with the Board's Staff by completing an Incident Report fully explaining the error at the examination site immediately after time expires for that session. All examination Answer Books and the Scratch-Work booklet must be turned in, even if blank. Do not tear any pages from any of your examination books or the Scratch-Work booklet.

SUGGESTIONS FOR SUCCESSFULLY ANSWERING ESSAY QUESTIONS

Multistate Essay Examination (MEE)

The policy of the Supreme Court of Maryland governs the preparation, administration, and grading of the examination. The Court states:

"It is the policy of the Court that no quota of successful examinees be set, but that each examinee be judged for fitness to be a member of the Bar as demonstrated by the examination answers. To this end, the examination shall be designed to test the examinee's knowledge of legal principles in the subjects on which examined and the examinee's ability to recognize, analyze, and intelligibly discuss legal problems and to apply that knowledge in reasoning their solution. The examination will not be designed primarily to test information, memory, or experience."

1. The MEE is a test of your ability to recognize, analyze and intelligibly discuss legal problems, and to apply your knowledge of legal principles to their solutions. Your answers should demonstrate your knowledge and understanding of how to apply the principles and theories of law to the facts given, and to reason logically and in a lawyer-like manner to a sound conclusion.
2. Questions may involve more than one subject area.
3. **Read each question carefully** and in its entirety; perform the factual analysis necessary to give you an understanding of the relationship of the parties, the resulting rights and duties and the significance of the facts set out. Many candidates are unsuccessful because of faulty or insufficient factual analyses. Decide upon an orderly and logical organization of your answer. Then begin to write your concise and complete answer.
4. **Follow instructions.** If you represent the plaintiff, argue the facts and the law, to the extent possible, consistent with the legitimate objectives of the plaintiff. If you represent the defendant, advocate for him or her to the extent possible, anticipating the thrust of the plaintiff's arguments. If you are required to prepare a memo for a judge, prepare the memo in accordance with the instructions and discuss, if necessary, the merits of both sides. Do not define terms unless requested to do so.
5. Each question contains the facts sufficient to raise all pertinent issues. Assume sparingly. Do not assume away facts, and do not assume facts not given. Do draw inferences from facts which may be ambiguous or "cut both ways."
6. As a general proposition there is no preferred formula for the answering of questions; SBLE suggests that you use the logic and analysis appropriate to the facts given and for the question posed.
7. While SBLE does not specifically deduct credit for improper grammar, spelling, punctuation, and capitalization on the MEEs, applicants are encouraged to use proper, clear, and effective English. **HANDWRITERS – PLEASE WRITE LEGIBLY.** Graders cannot grade what they cannot read.
8. SBLE believes that the properly prepared applicant, with a proper understanding of the examination and a lawyer-like approach to the questions will demonstrate his or her competence with not too much difficulty.

Multistate Performance Test

1. The MPT is designed to test an examinee's ability to use fundamental lawyering skills in a realistic situation and complete a task that a beginning lawyer should be able to accomplish. The MPT is not a test of substantive knowledge. Rather, it is designed to evaluate certain fundamental skills lawyers are expected to demonstrate regardless of the area of law in which the skills are applied.
2. The MPT requires examinees to (1) sort detailed factual materials and separate relevant from irrelevant facts; (2) analyze statutory, case, and administrative materials for applicable principles of law; (3) apply the relevant law to the relevant facts in a manner likely to resolve a client's problem; (4) identify and resolve ethical dilemmas, when present; (5) communicate effectively in writing; and (6) complete a lawyering task within time constraints.
3. Familiarize yourself with the purpose, format, and content of the MPT by using the resources available on the website of the National Conference of Bar Examiners – www.ncbex.org. The MPT Information Book, MPT FAQs, MPT Study Guides (including complete tests and Point Sheets), and MPT Summaries all are available on the website.
4. The best preparation is to practice by answering actual MPT questions and using the MPT Point Sheets to assess your performance.
5. You should allocate ample time (about 45 minutes, or about half of the allotted 90-minutes) to read and digest the MPT materials and organize your answer before you begin writing.

GRADING CRITERIA FOR THE MPT AND MEE

1. Grading Anonymity: All Essay Test grading will be accomplished on an anonymous basis, using only the examinees' randomly assigned seat numbers as identifiers, until all pass/fail determinations are completed.
2. Factual Analysis, Application of Legal Principles, and Reasoning to a Conclusion: Assignment of a raw score to an answer will be evaluated on the basis of how well the examinee:
 - Demonstrates an understanding of the significance of relevant and material facts
 - Applies legal principles to the relevant and material facts
 - Articulates appropriate reasoning for reaching conclusions which respond to the question

It is important for an answer to state a conclusion responsive to the question posed. The facts in some questions may permit examinees to validly argue and reach different conclusions. Therefore, in general, the answers to questions will not be evaluated primarily on the positions taken in the conclusions. Rather, answers will be evaluated primarily on the factual analysis, the application of appropriate legal principles, and the reasoning supporting conclusions.

3. Holistic Assessment. The raw score for an answer will be based on an assessment of the quality of the answer as a whole, considering the elements described above in paragraph 2.
4. Organization and composition. The raw score for an answer will not be diminished by the examinee's failure to use proper grammar, spelling, and punctuation. On the other hand, an answer which is well organized, concise, and well-written shall be accorded a higher score than an answer which is comparable in terms of factual and legal analysis, but which is inferior in terms of its organization and composition.

No point values will be assigned on the printed test questions. Questions will be graded on a relative range of one (1) to six (6) points, and a score of zero (0) will be assigned only if an answer booklet/laptop answer field is blank or the answer is otherwise totally unresponsive to the question.

The characteristics of an answer which are evaluated in ranking the relative performances of applicants follow:

<u>Score</u>	<u>Description of Demonstrated Performance</u>
6	A <u>6</u> answer is a very good answer relative to the sample group of answers. A <u>6</u> answer usually indicates that the examinee has a thorough comprehension of the practical and academic aspects of the question, understands and synthesizes the relevant factual and legal materials and uses them to write a legally supported, well-written, responsive product in the time allotted. A <u>6</u> should not be reserved for perfect answers, but it should be given to the best answers in the sample group.
5	A <u>5</u> answer is an above-average answer relative to the sample group. A <u>5</u> answer usually indicates that the examinee has a fairly complete understanding of the practical and academic aspects of the question, understands and synthesizes most of the relevant factual and legal materials, and uses them to write a legally supported, reasonably well-written, mostly responsive product in the time allotted. A <u>5</u> answer is among the better answers in the sample group but is not as strong as a <u>6</u> answer.
4	A <u>4</u> answer is an average answer relative to the sample group. A <u>4</u> answer usually indicates that the examinee fairly understands the practical and academic aspects of the question, understands enough of the relevant factual and legal materials to incorporate them into a relatively satisfactory, albeit less than completely responsive product in the time allotted. A <u>4</u> answer is among the mid-range of answers in the sample group; it is not as strong as <u>5</u> and <u>6</u> answers, but better than <u>1–3</u> answers.
3	A <u>3</u> answer is a somewhat below average answer relative to the sample group. A <u>3</u> answer usually indicates that it is, on balance, inadequate. It shows that the examinee has a limited understanding of the practical and academic aspects of the question, does not understand or synthesize some of the key factual and legal materials and thus has not satisfactorily incorporated them into useful written product in the time allotted. A <u>3</u> answer is just below the mid-range of answers; it is not among the worst but is significantly below the better answers in the sample group.
2	A <u>2</u> answer is a below average answer relative to the sample group. A <u>2</u> answer usually indicates that it is, on balance, significantly flawed. It shows that the examinee has only a rudimentary understanding of the practical and academic aspects of the question, has failed to grasp and synthesize most of the relevant factual and legal materials and thus has not produced a useful written product in the time allotted. A <u>2</u> answer is significantly below average quality.
1	A <u>1</u> answer is among the worst answers relative to the sample group. A <u>1</u> answer usually indicates a failure to understand the question, how to answer it, and an inability to understand and synthesize the factual and legal materials and incorporate them into a minimally acceptable written product.
0	A paper that is blank or that is completely unresponsive to the question (e.g., a diatribe on the bar exam or “how I spent my summer vacation”) will receive a score of <u>0.</u>

INFORMATION CONCERNING THE MULTISTATE BAR EXAMINATION (MBE)

The **Multistate Bar Examination (MBE)** will be administered on the second day of the two-day examination. The MBE is a six (6) hour multiple-choice test. Three (3) hours are allotted to the morning session and three (3) hours are allotted to the afternoon session.

The National Conference of Bar Examiners (NCBE) publishes the MBE. The current [MBE Subject Matter Outline](#) may be downloaded from the [MBE page](#) of the NCBE website for the seven (7) subjects tested: constitutional law, contracts, criminal law & procedure, evidence, Federal Civil Procedure, real property, and torts. The [MBE page](#) of the NCBE website also contains links to free sample questions and MBE Study Aids available for purchase.

Maryland requires that every candidate's MBE score for the UBE in Maryland be attained on the MBE test administered in the current UBE session in Maryland. **Maryland will not recognize any "banked" MBE score from any prior administration of the MBE or from another jurisdiction.**

MBE Exam Day Instructions

WHILE THE INFORMATION INCLUDED BELOW MAY BE HELPFUL TO ANSWER SOME QUESTIONS YOU MAY HAVE, ALL THE MBE INSTRUCTIONS DESCRIBED BELOW WILL BE REPEATED PRIOR TO EACH SESSION OF THE MBE. THERE IS NO NEED TO MEMORIZE THESE MBE INSTRUCTIONS OR THOSE GIVEN PRIOR TO THE MORNING SESSION.

Prior to the "time" beginning to run, you will receive your morning session MBE question book with the MBE answer sheet inside. The question book will be sealed. Before breaking the seal, you will be told to read the instructions on the back of the question book.

You will then be told to break the seal, remove the answer sheet, and CLOSE the cover of the question book. You will then be told to write the code number for this State in the appropriate blocks on the answer sheet and blacken out the corresponding numbered circles below. **The Maryland Code Number is 21.** You will then be told to write your Applicant Number in the appropriate blocks and blacken out the corresponding numbered circles below. Your applicant number is your Seat Number and is to be expressed in five digits. This is done by preceding your seat number with the necessary number of leading zeroes (0's). In every instance there will be at least one "0" in front of your seat number. You will then be told to enter the month, day, and year of your birth. You also will be asked to print your name on side 2 of your answer sheet and blacken the corresponding lettered circles.

In addition to the identification procedures noted above, you will be asked to compare the test form number and the book serial number with the corresponding numbers on the answer sheet to make certain they agree. You will also be asked to write your seat number (which also is your applicant number) in the appropriate place on the cover of the question book.

If your test booklet or answer sheet is defective, raise your hand and your proctor will give you another one. If, at any point, you have a question concerning what you are to do, you should request the assistance of the proctor assigned to your seat number area. It is suggested that you observe your proctor at the time the test materials are distributed to you so you will be able to identify which proctor you should approach for any assistance you might need.

You should try to work quickly and accurately. Do not spend too much time on any one question but go to other questions and return to difficult questions later if you have time. The scores are based on the number of questions answered correctly. Since no deductions are made for wrong answers, it is advisable to answer every question, but do not delay unduly on any question which is difficult for you.

Importance of careful marking on answer sheets:

- Computer scanners are used in scoring the answer sheet and assigning that score to the applicant's examination number in the jurisdiction indicated on the answer sheet by the candidate. It is necessary that this information be accurate and legible on the answer sheet.
- You should mark only one response to each question. Be sure your marks completely blacken the circle on the answer sheet, but do not mark outside the circle. If you wish to change your answers, erase the incorrect answer completely before making a new choice.
- **You may only use pencil to mark on your answer sheet.** The Multistate Bar Examination must be answered with a soft lead (#2/HB) pencil.
- **You should bring your own supply of sharpened #2/HB pencils. (PER NCBE REGULATIONS, MECHANICAL PENCILS ARE PROHIBITED.)** By using pencil, it will be possible to erase and change your answer if you do it with care.
- You **may** write *in pencil* in your test booklet if you wish. You are prohibited from using highlighters or pens to mark in your test booklet. Be sure to mark all your answers on your answer sheet. No extra time will be given for anyone who fails to comply with this direction. **NO EXCEPTIONS.**

COURT AND BOARD RULES PERTAINING TO THE BAR EXAMINATION

Further information regarding the purpose, scope, and grading of the Uniform Bar Exam in Maryland are set forth in Rule 19-203, and Board Rule 5. The full text of the applicable Rules may be accessed at: <https://www.mdcourts.gov/ble/baradmissionrules>

INCLEMENT WEATHER POLICY

The State Board of Law Examiners will administer the UBE in Maryland **as scheduled**, notwithstanding the potential for or existence of inclement weather. In the event of inclement weather, candidates, should report to the examination site as scheduled. **Applicants should assume that the UBE in Maryland will be administered as scheduled and on-time unless there is a specific announcement that specifically states that the UBE in Maryland has been postponed or delayed.**

Candidates may wish to consider arranging overnight accommodations within walking distance of their examination site. The examination will start on time regardless of driving conditions or traffic congestion.

The UBE in Maryland will not be postponed unless weather conditions are so extreme that the operation of the examination facility is disrupted by the weather. Note that the State Board of Law Examiners will make a decision independent of state and local governments, the courts, counties, and other agencies which may make weather announcements.

In the extremely unlikely event that the Board determines that the examination must be postponed, announcement of the decision will be made by email directly to applicants. The decision also will be posted on the Board's link on the Judiciary's webpage: www.mdcourts.gov/ble. In the unlikely event that the examination is postponed, candidates will be notified by email of a new date for the examination.