

Applicants must file a report of any irregularity that occurs during the bar exam’s administration. Irregularities include any disruption, including (but not limited to) requiring a “resume code,” leaving the view of the camera or technical problems. To make such a report, use this form and upload it into your Online Bar Application, and label the document “Remote Exam Incident Report.” You may attach additional pages to this report. All incident reports are due by 11:00 p.m. on the day that the incident occurs.

Board staff will not review these reports until after the exam. Be aware that, for an issue with the operation of Exemplify software during the exam, you should address it by taking these steps in this order: explore if turning the computer off and on again addresses the issue (being certain not to exit the software); contact ExamSoft support **888-816-3065**.

### ***Incident Report***

I, \_\_\_\_\_, am reporting an incident that occurred during the \_\_\_\_\_  
Applicant (Print Name) Exam  
remote bar examination.

**My location for examination:** (address) \_\_\_\_\_

**Session of examination in which incident occurred:** (date/session start time) \_\_\_\_\_

**Time of incident:** \_\_\_\_\_

**Duration of incident:** (approximate if unsure of specific time) \_\_\_\_\_

**Description:** \_\_\_\_\_

If you left the view of the camera, insert a checkmark before the text below to make the following certification:

I certify that this was an unexpected event and a true emergency. Additionally, I certify that I did not consult with any person about the exam questions or answers, access any resources for the examination or violate any other testing conditions during the time I was absent from view of the camera.

I verify that the statements of fact made by me in this affidavit are true and correct. I further verify that I have not omitted any facts or matters pertinent to this affidavit.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Affiant/Applicant Signature