



## MPRE Checklist

### 3 weeks before the test

- Check your ID.
  - Is it an acceptable government-issued ID as stipulated in the [MPRE Test Day Policies](#)?
  - Is it current (i.e., is not expired or has expired no more than 90 days prior to the test)?
  - Does it contain a recent, recognizable photo?
  - Does it contain your date of birth?

Does your first and last name on your ID match exactly your name on your MPRE Admission Ticket? Corrections must be submitted no later than 48 hours prior to the test (i.e., 8:30 a.m. eastern time on Thursday). Changes to biographical information must be made in your NCBE account at [www.ncbex.org/ncbe-number](http://www.ncbex.org/ncbe-number). These changes will be reflected in your MPRE registration, so be sure to print an updated MPRE Admission Ticket after making any changes. Note that the first and last name on your MPRE Admission Ticket must exactly match the name on your photo ID, or admission to the test will be denied.

- Obtain a passport-type photo (no larger than 2x2 inches and no smaller than 1x1 inch) taken within the last six months and showing only the face and shoulders.
- Reread the MPRE Registrant Test Day Summary and the [MPRE Test Day Policies](#).

### 1 week before the test

- Obtain a clear plastic ziplock bag (maximum size 1 gallon/3.79 liters) to contain allowable items in the test center. See the MPRE Registrant Test Day Summary for allowable items.

**VOID - SAMPLE DOCUMENT**

### The day before your scheduled test

- Print an updated MPRE Admission Ticket from your online account to ensure that you have the final and correct reporting address for the test center.
- Review the list of items allowed in the ziplock bag.

### Test day

- Report to the test center no later than the reporting time indicated on your MPRE Admission Ticket.
- Take only page 1 of the MPRE Admission Ticket to the test center. Leave this checklist and the MPRE Registrant Test Day Summary at home.
- Do not take a watch of any kind to the test center.
- Do not take any prohibited items or electronic devices (including cell phones) to the test center. Possession of an electronic device will result in immediate dismissal from the test and your score will be canceled.

If you have any questions, please contact LSAC at 215.504.3886 or [MPREinfo@LSAC.org](mailto:MPREinfo@LSAC.org).

**DO NOT WAIT UNTIL THE LAST MINUTE TO CONTACT US WITH QUESTIONS.**

## 2019 MPRE Registrant Test Day Summary

Please read this information carefully prior to arriving at the test center. Some of this information has changed from previous MPRE administrations. Keep this summary for your records. You may need it for future reference. Do not bring this summary to the MPRE test center.

### ▪ Day of the Test

Registrants must bring to the MPRE test center the following: (1) an unsigned MPRE Admission Ticket containing a passport-type photograph (you will provide your signature at the check-in table), (2) one current, valid government-issued ID (see Identification section below), and (3) three or four sharpened wooden pencils with good erasers.

Report no later than the reporting time indicated on your MPRE Admission Ticket. Late arrivals will not be admitted. The actual starting time of the test may vary at different centers due to administrative procedures; the test itself is two hours in duration.

Dress in a manner that enables you to adapt to any room temperature. Smoking is not permitted.

Examinees must follow MPRE test regulations and all test supervisor instructions at all times.

The MPRE is a secure exam protected by US copyright laws. All test materials, including test books and answer sheets, are property of the National Conference of Bar Examiners and must be returned to the test supervisor before dismissal from the test center. Under no circumstances may test content or any part of the test be removed, reproduced, and/or disclosed by any means (e.g., hard copy, verbally, electronically) to any person or entity. Legal action may be taken against anyone who removes test materials and/or reproduces test materials in any way, or shares MPRE test content.

### ▪ Identification

You must have a valid government-issued ID that is current (not expired or has expired no more than 90 days prior to your test date) and contains a recent and recognizable photo. Your first and last name on your ID must **match exactly** the first and last name on your MPRE Admission Ticket or else you will be denied admission. Make sure all of your biographical data is consistent.

Acceptable common forms of ID include, but are not limited to, the following:

- passport book
- passport card
- Global Entry card
- driver's license
- state-issued ID card
- US military ID card (Common Access Card or CAC)
- US Permanent Resident Card (Green Card)
- national ID card
- consular ID card

**VOID - SAMPLE DOCUMENT**

**IMPORTANT: To be acceptable, your ID MUST contain a recent and recognizable photo, your first and last name, and your date of birth. The ID must sufficiently authenticate your identity to the test center supervisor. Under no circumstances will access be permitted to the test center without proper ID. If you have questions about whether your ID is acceptable, you must contact Law School Admission Council (LSAC) no later than fourteen (14) days PRIOR to your registered test date and be prepared to submit a scanned copy of your ID for review.**

The following items are **NOT** acceptable forms of ID for access to the test center: social security card, social insurance card, birth certificate, credit card (including those with photo), ID expired more than 90 days prior to your test date, photocopied ID, employee ID (even for government employees), or student ID.

### ▪ Photographs/Certifying Statements

A passport-type photograph is required of all registrants. Before reporting to the test center, you must do the following:

- **Attach a recent, clear, passport-type photograph of yourself to the designated box on your MPRE Admission Ticket.** (The photograph must have been taken within the last six months and must show only your face and shoulders. The photo must be clear enough so that there is no doubt about your identity. It must be a different photograph from the one on the government-issued ID. Your face in the photo must show you as you look on the day of the test.)
- Print (in block letters) your name, test date, NCBE number, and test center code on the back of the photograph before you glue or tape it to your MPRE Admission Ticket in case it should become detached from your ticket. **Do not use staples.**
- Make sure your photograph is no larger than 2x2 inches and no smaller than 1x1 inch.

You **MUST** have a recent passport-type photograph attached to your MPRE Admission Ticket or you will **NOT** be admitted to the test. All admission tickets and attached photographs will be collected on test day and will not be returned to examinees.

**If you do not present both acceptable identification AND the required photograph on the day of the test, you will be denied entrance to the testing room and will forfeit your test registration fee.**

You will be required to write and sign the certifying statements on your answer sheet and MPRE Admission Ticket at the test center. On your MPRE Admission Ticket, you will attest that you are the person whose name appears on the MPRE Admission Ticket, that you have read the MPRE [Test Day Policies](#) and agree to comply with and be bound by the policies and procedures set forth, that you acknowledge that the MPRE is part of the bar examination requirements of participating jurisdictions, and that the same standards of conduct by examinees apply as if the examination were being administered by a board of bar examiners. You will further attest that you acknowledge that any misconduct in connection with the MPRE may be reported by NCBE to the appropriate board of bar examiners and that you are **not** bringing a cell phone or other prohibited item into the test center.

On your MPRE answer sheet, you will also attest that you are the person whose name appears on the MPRE Admission Ticket. You will certify that you will neither assist nor receive assistance from any other examinee. You will agree not to disclose, transmit, copy, or otherwise reproduce any MPRE examination questions or answers, in whole or in part, during or after the examination, whether orally, in writing, electronically, or otherwise.

**Failing to sign your MPRE Admission Ticket and answer sheet, failing to complete the certifying statement, or modifying the certifying statement in any way may result in your answer sheet not being scored and no score reported for you.**

▪ **Permitted in the Testing Room (must be stored under the chair and may be accessed ONLY with permission from, and in the presence of, a proctor)**

Examinees may bring into the testing room a sealed clear plastic ziplock bag, maximum size 1 gallon (3.79 liters), containing ONLY the following items: valid ID, wallet, keys, hygiene products, no. 2 (soft lead) pencils, erasers, pencil sharpener, tissues, medication, glucose tablets or gel, unwrapped cough drops or hard candy, and car key fob (without a data port). The plastic ziplock bag must be stored under the examinee's chair and may be accessed only with permission from, and in the presence of, a proctor.

Additionally, the following medical aids that are necessary to ambulate or communicate, or are required for other medical or health reasons, are allowed but may be inspected by supervisors: cane, crutches, walker, wheelchair, service animal, prosthetic limb, cast, brace, sling, hearing aid, voice amplifier, heart monitor, epinephrine auto-injector, insulin pump, glucose monitor, blood sugar testing kit, small inhaler, and/or TENS unit.

▪ **Permitted on Desktop**

Examinees may have only their test book, answer sheet, ID, MPRE Admission Ticket (until it is collected by proctors prior to the start of the test), no. 2 (soft lead) pencils, erasers, and a pencil sharpener on their desktop. No highlighters, mechanical pencils or mechanical erasers, or ink pens are permitted. No watches of any kind, alarms, electronic timers, or other electronic devices are permitted.

▪ **Prohibited Electronic Devices**

LSAC and NCBE have a NO TOLERANCE policy regarding examinee possession of electronic devices. Do not bring any electronic devices, including but not limited to:

- cell or mobile phones
- digital watches or timers
- fitness trackers
- media players
- headphones
- language translators
- picture-taking devices
- e-cigarettes

Any examinee found in possession of an electronic device, regardless of whether or not it is turned on, will be dismissed from the test and the examinee's score will be canceled.

▪ **Other Prohibited Items**

Other prohibited items that examinees may not take into the testing room include, but are not limited to, the following: firearms or other weapons, written materials (including books and notes), scratch paper of any kind, mechanical pencils or mechanical erasers, pens, highlighters, rulers, briefcases, handbags or backpacks of any kind, nonelectronic watches or timers of any kind, earplugs, earmuffs, hats and/or hoods (except religious apparel) worn on the head, and food or beverages (unless preauthorized by NCBE for medical reasons). Examinees who take prohibited items into the testing room will be subject to the confiscation of such items by the supervisor. The violation will be reported to NCBE, and the examinee's score may be canceled.

▪ **Test Timing**

The MPRE consists of a single timed section of 120 minutes. Once time has been called, all pencils are to be put down and no more marks or erasures are to be made on the answer sheet.

No timepieces—including electronic timers or watches of any kind—are allowed. **The official time will be kept by the supervisor.** He or she will announce when sixty (60) minutes, fifteen (15) minutes, and five (5) minutes remain before the end of the test.

## ▪ Restrooms

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If you must use the restroom during the test, raise your hand and wait for permission to leave. Only one person at a time is permitted to leave the testing room and WILL be accompanied by a proctor. All test materials will be collected and held until you return. You will not be given extra test time for time lost during your use of the restroom. Examinees who are granted permission to use the restroom during the test must go directly to the restroom and must return to the testing room without visiting any other area of the test center. No one may leave the vicinity of the test center, including exiting the building. **Use the restroom prior to checking in and entering the testing room. Once you are checked in, you will not be permitted to leave until the start of the test. You may not leave to go to the restroom after the 15-minute warning.**

## ▪ Violations of Test Center Procedures

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If you engage in any violation of test center procedures during the test—including, but not limited to, taking prohibited items into the testing room; creating a disturbance; cheating; removing test materials or notes from the testing room; failing to follow the directions of test center staff; or using any communication devices—you may be dismissed. Supervisors will report to LSAC any violation of test center procedures that occurs during the administration. LSAC will report the incident to NCBE. **Test center staff cannot speculate regarding how NCBE will handle individual incidents.**

## ▪ Decision Not to Complete the Test/Illness

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If you become ill during any part of the test, you may decide not to complete the MPRE. If you decide not to complete the test, raise your hand and wait for permission to leave. All of your test materials will be collected before you leave the room. If you leave the testing room due to illness or for any other reason and decide not to complete the test, you will not be permitted to re-enter the testing room for any reason.

## ▪ Test Center Problems/Complaints

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LSAC administers the MPRE at hundreds of locations. Although LSAC staff and local supervisors (who are not LSAC employees) make every effort to provide a suitable test-taking environment, LSAC cannot guarantee that conditions will be optimal at all testing sites. In no case will LSAC be held responsible for test center conditions beyond its control. If you encounter a problem during the test administration, report it to the supervisor; however, informing the supervisor is not sufficient. You must also follow up your complaint by writing to LSAC at 662 Penn Street, PO Box 8505, Newtown, PA 18940; by emailing [centercomplaint@LSAC.org](mailto:centercomplaint@LSAC.org); or by sending a fax to 215.968.1277. **Your written complaint must be received within six (6) calendar days of the administration.** It is your responsibility to keep proof of **LSAC's receipt of your complaint.** However, no such proof of receipt will be accepted beyond fourteen (14) calendar days after the test. Indicate your name, address, NCBE number, test center number, and the building and/or room in which you were tested, if known.

## ▪ Correcting Your Biographical Information

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It is your responsibility to make sure all biographical information (i.e., name, social security number, date of birth) in your MPRE account and your NCBE account is correct, accurate, and consistent. If you find an error in your biographical information, contact LSAC at 215.504.3886. **Any changes to your name, date of birth, and/or social security number must be made in your NCBE account at [www.ncbex.org/ncbe-number](http://www.ncbex.org/ncbe-number) and MUST be made no later than 48 hours prior to the test.** Your failure to provide accurate and consistent information could result in errors and/or delays in reporting your score. Should NCBE or LSAC become aware of a discrepancy in your data, you will be notified in writing and asked to provide the correct data in writing. You might also be asked to provide documentation to support the biographical data change.

**Note: We cannot guarantee that address changes submitted in writing after the test day will be processed before the scoring of your answer sheet begins. The most expeditious method of updating your address is by using your online MPRE account.**

## ▪ MPRE Scores

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Your MPRE score will be posted on your NCBE account at [www.ncbex.org/ncbe-number](http://www.ncbex.org/ncbe-number) approximately five weeks after the test. You will be notified by email after scores have been posted.