



Supreme Court

STATE OF ARIZONA

COMMITTEE ON EXAMINATIONS

1501 W. Washington Street, Suite 104

Phoenix, Arizona 85007

602-452-3971

RE: ARIZONA BAR EXAM - FEBRUARY 2012

LAPTOP REGISTRATION INFORMATION

Registration will begin at noon, PST, on **Friday, January 27, 2012** and close at 11:59 P.M., PST, on **Friday, February 10, 2012**. The laptop fee is **\$125** which must be paid to Extegrity at the time of registration. A laptop seat will be reserved for every exam applicant who has paid for and registered for use of Exam4 software with Extegrity during the registration period.

NOTE: This registration period is for February exam applicants ONLY! Do not register and pay the fee unless you are a February exam applicant.

Once registration opens, you may begin the download process at www.exam4.com
Click "Bar exams", find Arizona on the list, click it and follow the instructions.

It is your responsibility to register, pay for and download the required software from the Extegrity website during registration. For technical support questions, go to www.exam4.com, click on "Bar Exams" then "FAQ". If you need further assistance, complete the user support form found at the bottom of the page.

In order to make sure your laptop is ready to run Exam4 at the exam, take and submit a practice exam using Exam4, following the instructions provided when you register with Extegrity.

If you do not pay for and register use of Exam4 software between January 27 and February 10, 2012, you will handwrite the essay portion of the examination.

INFORMATION AND INSTRUCTIONS

The Committee on Examinations will issue general examination information and instructions, all of which will be applicable to you. This document will be mailed in early February to each applicant.

In addition, please note the following laptop-specific information and procedures for the written portion sessions on February 28, 2012:

LAPTOP EQUIPMENT AND ACCESSORIES

1. Make sure the laptop you bring has the Exam4 software loaded and that you have taken a practice exam using this laptop.
2. Carrying cases, CDs, and USB flash drives are not permitted. See complete list of prohibited items which will be included on the Instructions and Information document to be mailed in February.
3. Power will be supplied. Please bring an adaptor cord for your computer.
4. An external mouse and/or full size keyboard are permitted.

PROCEDURES DURING THE WRITTEN PORTION SESSIONS

1. The written portion will be presented to you in paper format.
2. Extegrity tech staff will be in attendance at all times during the written portion sessions to assist, as well as Examiners and Committee staff.
3. At the end of the morning session, you must copy your answers to the USB flash drive provided.
4. Over the noon break, your laptop must remain in the test room, in the position where you sat for the exam with the laptop screen facing down. You may not change seats between sessions.
5. You may not stay in the test room during the lunch break. Access into the room is limited to Examiners and approved staff.
6. At the end of the afternoon session, you must copy your answers to the USB flash drive provided.
7. Take your laptop with you at the end of the day. It will not be allowed into the building on MBE day.