

670 Hawthorne Avenue, SE
Suite 220
Salem, Oregon 97301

tel. 503.362.2666
email: osbeels@osbeels.org
Web: www.oregon.gov/osbeels

Permitted Materials

To be admitted into the examination room without delay, do not bring prohibited items to the examination site. If you do bring prohibited items to the examination site, you will be asked to leave those items at your own risk in a non-secure area designated by OSBEELS. **If you have prohibited item(s) in the examination room, you may be required to leave the examination without finishing and/or the item(s) will be confiscated and placed in the non-secure area** (see Oregon Administrative Rule (OAR) 820-020-0040). Your best solution is to leave items not permitted in the examination room at home, in your hotel room safe, or locked in your car. **OSBEELS is not responsible for lost, damaged, or stolen items.**

Calculators

Calculators must be hand-held devices designed primarily for mathematical computations involving logarithmic and trigonometric functions, for graphing functions, and for performing statistical tests. Computers, calculators with a QWERTY keyboard or symbolic manipulation abilities, such as the Computer Algebraic System (CAS), and electronic writing pads are not allowed.

Examination candidates must not bring any external devices (peripherals) to support calculators such as printed or electronic cards, printers, memory expansion chips or cards, CD-ROMs, libraries or external keyboards. Examination candidates may have more than one calculator available during the examination. No electrical outlet will be available for recharging. Calculators may not be shared and must not have the ability to either transmit or receive electronic signals.

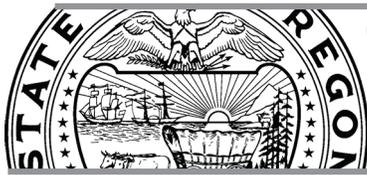
Scientific calculators have a wide variety of functions. Some graphing calculators have more capabilities than scientific calculators. There is not a list of approved calculators. Therefore, exam candidates should conduct their own research before purchasing a calculator to confirm that the available features comply with this policy.



Mobile Phones & Other Electronic Devices

Electronic devices such as mobile phones, laptops, tablets, digital media players, cameras or other devices capable of copying, recording or communicating are not permitted in the examination room.

Any examination candidate found with an electronic device or unauthorized material will have their examination voided and will be subject to disciplinary action under the Oregon Specific Examination Subversion: Grounds for Invalidation of Examination Results (see OAR 820-020-0040).



Open Book Examinations

All Oregon specific examinations are open book. An open book examination is one that permits all materials that are normally expected to be used during study in that particular subject, i.e., notes, textbooks, reference books and workbooks. All notes and reference materials must be securely fastened with a loose-leaf, 3-ring, report or other binder. Examination candidates are not permitted to exchange reference materials or aids during the examination.



Stationery Items

Examination candidates are permitted to bring pencils and erasers into the examination room. Pencils are not provided by OSBEELS. Examination candidates are not permitted to bring loose scrap paper and blank tablets into an examination room. All rough workings are to be done in the examination books provided.

Personal

Examination candidates are permitted to take purses and wallets into the examination room and maybe asked to place them under the desk. Examination candidates concerned about the security of their valuable items should make alternative arrangements for their care. OSBEELS does not guarantee the safe keeping of examination candidates' personal items during examinations.

The wearing of hats and other headwear is not allowed during examinations unless permitted by the lead proctor.

Food and/or drink are allowed to be taken into the examination room in a clear plastic bag and/or container and must be placed under the desk.

Smoking is not permitted in the examination room at any time. Should a break be needed, examination materials must be given to a proctor. Do not ask a neighbor to watch it.

