

## Exam Day Checklist

Please review the Frequently Asked Questions for Online Exams at [www.realestate.ubc.ca/onlineexams](http://www.realestate.ubc.ca/onlineexams) In order to write your online exam, you **MUST HAVE**:

- Valid Government Issued Photo Identification (e.g. Driver's License) as outlined in Course Regulations**
- The Google Chrome browser running with the Proctorio extension installed, and have completed the Pre-Exam System Test.**
- A quiet, isolated location suitable for a three-hour exam with no other people present during the test-writing period.**

**NO EXCEPTIONS WILL BE MADE**

The following is a list of items that you **SHOULD BRING** to your examination:

- Scrap Paper**
- Pencils and Pencil Sharpener and Pens\***
- Eraser**
- Financial Calculator\*\*, Back-up Calculator\*\*, and/or Calculator Batteries**
- Earplugs**
- Regular Rulers**
- Additional Clothing (dress in layers to ensure comfort during the exam)**

The following is a list of items that you **SHOULD NOT BRING** to your examination:

- Electronic Devices other than your authorized calculator\*\*\***
- Graphing or Slide Rulers (regular rulers are acceptable)**
- Calendars**
- Earbuds / Air Pods**
- Dictionaries**
- Amortization Payment Tables**
- Pencil Cases and Calculator Cases/Covers**
- Course or Reference Materials**
- Hats or other types of head wear (unless worn for religious purposes)**

**WATCHES:** You may bring an **analog watch** to the final examination, provided it is silent, does not vibrate, and is not capable of storing text, recording video, capturing digital images, or sending or receiving wireless signals. Digital and smart watches, alarms clocks and other forms of timers will not be allowed in the examination room The online exam has a timer in the upper right corner of the initial screen.

\*\* Please ensure that your calculator falls within the specified guidelines set out by the Exam Regulations. You are NOT permitted to use a calculator that is alphanumeric and programmable or a graphing calculator.

\*\*\* The following electronic devices, including but not limited to, are prohibited: smartphones (eg. iPhone, Blackberry, etc.), notebooks/notepads/laptops, cameras, pagers, beepers, cellular phones, Palm Pilots, personal data assistants, video recording devices, unauthorized calculators, and digital/smart watches. Analog watches will be permitted.

The UBC Real Estate Division has the sole discretion and absolute authority to prohibit any item that poses a potential risk to its examination security or the integrity of the examination from.

**THINK POSITIVE AND STAY FOCUSED! WE WISH YOU SUCCESS ON YOUR EXAM.**