



670 Hawthorne Avenue, SE  
Suite 220  
Salem, Oregon 97301

tel. 503.362.2666  
email: [osbeels.info@oregon.gov](mailto:osbeels.info@oregon.gov)  
Web: [www.oregon.gov/osbeels](http://www.oregon.gov/osbeels)

**\*Effective starting April 2019 exam administration\***

## *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 handheld devices designed primarily for mathematical computations involving logarithmic and trigonometric functions, for graphing functions, and for performing statistical tests. The following calculators are approved by OSBEELS for use in Oregon Specific Examinations:

- Hewlett Packard: **HP 33s** and **HP 35s** models, but no other HP models.
- Casio: All **fx-115** and **fx-991** models. Any Casio calculator must contain **fx-115** or **fx-991** in its model name.
- Texas Instruments: All **TI-30X** and **TI-36X** models. Any Texas Instruments calculator must contain either **TI-30X** or **TI-36X** in its model name.



These are the only calculator models that are approved by OSBEELS for use on any Oregon Specific Exam. Any calculator model not listed above will not be permitted in the examination room.



### **Mobile Phones & Other Electronic Devices**

Electronic devices such as mobile phones, laptops, tablets, smartwatches, 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).



## Permitted Materials

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### 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, index cards, or blank tablets into an examination room. Examinees may tab reference books before the examination with Post-it notes or flags, but pads of adhesive notes and flags are not permitted in the 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.

