



BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS, AND GEOLOGISTS
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ASBOG[®] EXAMINATION INSTRUCTIONS

READ THESE IMPORTANT INSTRUCTIONS BEFORE YOU ARRIVE AT THE EXAMINATION SITE

Friday, September 30, 2016 (Southern California)

California State University, Long Beach (CSULB)
1250 Bellflower Blvd., Long Beach, CA 90840

ASBOG[®] Fundamentals of Geology (FG)
(Including GIT Candidates)
Arrival time/doors open at 7:00 am

ASBOG[®] Practice of Geology (PG)
Arrival time/doors open at 12:30 pm

Note: These instructions supplement the instructions printed in your test booklet or on ASBOG's[®] website (<http://www.asbog.org/>). In case of conflict, these instructions take precedence over the instructions in the test booklet or ASBOG's[®] website. It is important that you thoroughly read and understand these instructions before you arrive at the examination site.

EXAM LOCATION AND ARRIVAL AT THE EXAMINATION SITE: The ASBOG[®] FG and PG examinations will be held at California State University, Long Beach (CSULB) located at 1250 Bellflower Blvd., Long Beach, CA 90840. Park in parking lot 11A or 11B, which is located on the Palo Verde Ave. (east side) of the CSULB campus. To reach these parking lots, exit from the 405 Freeway to Palo Verde Ave. Just past the intersection of Atherton St. and Palo Verde Ave., enter the CSULB parking lot at the light. Be prepared to buy a \$7.00 parking pass at a vending machine located in the parking lots (the vending machines accept credit cards and \$1.00 or \$5.00 bills only, and the machines don't give change back). Walk southward along Deukmejian Way and follow the signs and arrows. Turn right onto State University Drive and then take the stairs adjacent to the Central Plant building/clock tower (CP). The check-in table will be located between the Molecular & Life Sciences Center (MLSC) and the Hall of Science (HSCI) buildings. See the CSULB map (on the last page of this document) for details (follow the recommended walking route marked in blue arrows on the map from the parking lot to the check-in table). The campus map is also available online on the CSULB website at the following link: https://daf.csulb.edu/maps/pdf/campus_map.pdf. General directions to the CSULB campus are located here on the CSULB website: <http://daf.csulb.edu/maps/directions.html>. **Please be aware that the walk from the parking lot to the buildings will take approximately 20-25 minutes depending on your walking speed.** Allow plenty of time to park, buy your parking pass, walk, and find the correct check-in table. You will be provided with the examination room number at the check-in table. Late examinees **WILL NOT** be admitted to the examination. If you have questions about the examination site, contact the Board at (916) 263-2222 or at Erin.LaPerle@dca.ca.gov. **IT IS YOUR RESPONSIBILITY TO VERIFY THE DIRECTIONS TO THE EXAMINATION SITE.**

ARRIVAL TIME: All examinees are **REQUIRED** to arrive at the examination room by the time the doors open (see above for the doors open time). The examination instructions will begin when examinees are seated and preparations are completed. Examinees that arrive late will not be allowed to take the examination and will forfeit the \$250 application fee and partial examination fees. This policy applies to both the morning and afternoon sessions and will be **STRICTLY ENFORCED**. It is your responsibility to take the necessary precautions to ensure you arrive on time. Allow for unpredictable circumstances such as finding the correct building/room, weather, traffic conditions, parking, walking from the parking lot to the examination building, dealing with crowds, etc. **The Board cannot predict the exact time the examinations will begin; this is why you MUST arrive by the doors open time stated above.**

PHOTO IDENTIFICATION: You **MUST** provide valid identification before you are allowed to take the examination. Your identification must meet the following criteria:

- Be state or federal government-issued, including other U.S. states and foreign countries (e.g. driver's license, military ID, or passport);
- Contain a current photo, your signature and printed (typed) name;
- Have a name that exactly matches the name used on your application to the Board (including designations such as "Jr." and "III"); and
- Must be current (not expired).

All photographs must be recognizable as the person to whom the identification card was issued. The name on the application must match the photographic ID card. The ID must be current (not expired). There are no exceptions.

EXAM ENVIRONMENT: Be prepared for either warm or cold temperatures, as Board staff may not be able to control the temperature in the examination room. **Earplugs (only earplugs without a cord or string attached) for sound suppression are allowed.** You may bring your own food and beverage for lunch; however, the food and drink must be left in the hallway to be consumed after or between the examinations. **You will not be able to eat or drink in the examination room under ANY circumstances.** If you need to use the restroom during the examination, raise your hand to notify a proctor. The proctor will provide you with a restroom pass. You must leave all examination materials in the examination room. All of the examination security measures and rules that are explained in this document are still in effect and strictly enforced on restroom breaks.

EXAMINATION SECURITY: All examinees are subject to search of their person and personal belongings while at the examination site. The purpose of this policy is to ensure the safety of all those attending the examination site and to maintain the integrity and security of the examinations. By accepting admission to the examination site, each examinee willingly consents to submit their belongings, briefcases, backpacks, or other parcels to examination proctors or Board staff at any time while at the examination site for the purposes of detecting and seizing any unauthorized materials or items. Any conduct that results in a violation of security or disrupts the examination may result in the confiscation of an examinee's examination, an examinee's removal from the examination site, the voiding of the examination results, and forfeiture of the \$250 application fee and examination fee(s). Misconduct which jeopardizes the integrity of the examination is a misdemeanor in violation of Section 123 of the Business and Professions Code, and may result in the imposition of a fine up to \$10,000.

Examples of misconduct include, but are not limited to the following:

- Writing on anything other than the designated examination booklet, Scantron and/or other forms provided by the proctors;
- Writing or erasing after time is called by the proctor;
- Looking at or copying another examinee's material;
- Talking during the examination (in the examination room or on restroom breaks);
- Using or possessing any unauthorized calculating device, tool, item or material;

- Possession and/or use of a cell phone or any prohibited electronic device, for any purpose during the examination, even if it is turned off;
- Communicating or sharing materials, calculators, or any other examination materials with other examinees during the examination (in the examination room or on restroom breaks);
- Attending this examination only to review or audit examination materials;
- Copying any portion of the examination for any reason;
- Collusion among examinees.

PROHIBITED ELECTRONIC DEVICES AND OTHER PROHIBITED ITEMS: Prohibited devices and items include, but are not limited to the following:

- Calculators having a QWERTY keypad arrangement similar to a typewriter/computer keyboard and/or alpha programmable calculators (**see the calculator policy below for details on the type of calculator that is allowed**);
- Cell phones, smartphones, iPods, iPhones, iPads, MP3 players, pagers, personal data assistants (PDAs), scanners, cameras, radios, data banks/collectors, headsets, headphones, palmtops, Bluetooth devices, electronic organizers, tape players, recorders, portable fax machines, reproduction equipment, electronic dictionaries, computers of any kind, electronic translators, scanning/camera pens;
- iWatches/Apple watches, Android watches, Fitbits/fitness trackers, “smartwatches”, calculator watches, and any watches, or wrist bands that have any ability to access the internet, email, text message or phone call capability. In addition, wrist devices of any type are not allowed, including standard watches;
- Any device capable of video recording, audio recording, internet, email, text message, data transmitting, and/or phone call capability;
- The examinations are closed-book. References, notes, sample tests, keys, manuals or other testing aids are NOT permitted. Stereographic nets are not allowed or necessary.

The Board or its designees have the right to prohibit the use of any device or item that, in the opinion of the Board, may pose a threat to examination security. If you are found with a prohibited item during the examination, even if it is turned off, the item will be confiscated, you will be removed from the examination site, your examination will not be scored, and you will forfeit the \$250 application fee and examination fee(s).

If any prohibited items are brought into the examination room prior to the beginning of the examination, you will be required to leave them, at your own risk, in an area designated by the proctors. The Board assumes no responsibility or liability for any items. You may retrieve these devices after each session. Prior to the examination, if you fail or refuse to surrender the item(s) to the proctors upon request, you will be removed from the examination site for failing to comply with the laws and policies which govern the examinations.

In addition, all backpacks, large purses, bags, lunch bags, caps/hats (you can't wear a cap/hat during the exam) and personal items must be placed in an area designated by the proctor. It is recommended that you do not bring these items to the examination.

LEAVE ALL PROHIBITED ITEMS AND DEVICES IN YOUR CAR OR AT HOME. DO NOT BRING THEM TO THE EXAMINATION.

ASBOG®'s CALCULATOR POLICY: Only portable (battery-operated or solar-powered), silent, non-printing, non-alpha programmable calculators are allowed. The use of any calculating/computing device having a QWERTY keypad arrangement similar to a typewriter/keyboard is strictly prohibited. Alpha programmable calculators are **not** allowed. Be aware that you could be required to clear your calculator memory upon exiting the exam. Calculators or any other electronic devices that have email, internet, or text messaging capability are not allowed and will be confiscated

(see above for details on prohibited devices). The Board or its designees have the right to prohibit the use of any device that, in the opinion of the Board, may pose a threat to examination security. It is your responsibility to determine if your calculator meets the above criteria. Board staff will not confirm whether your calculator is acceptable prior to the examination.

ASBOG®'s POLICY ON PENCILS AND TOOLS: A protractor, straight edge, and engineer's scale can be brought and used at the examinations. ASBOG® provides pencils which will be distributed by the examination proctors. Use only the ASBOG® pencil and the attached eraser that are provided to you. If you need additional pencils during the examination, ask a proctor for one. **DO NOT BRING ANY ADDITIONAL TOOLS, PENCILS, PENS, ERASERS OR WRITING INSTRUMENTS TO THE EXAMINATION.**

ASBOG® EXAM MATERIALS: It is recommended that you visit ASBOG's® website (<http://www.asbog.org/>) to view the ASBOG® Candidate Handbook and the ASBOG® Institutional Code Book. The Candidate Handbook contains sample exam questions, test blue prints, and examination information, that may help you prepare for the examination(s); however, be reminded that you must comply with the examination arrival time stated in **this** document (these instructions take precedence over the instructions in the test booklet or ASBOG's® website). The Institutional Code Book can be used to look up your college/university institution code(s) before the examination day (you will place the code(s) on your Scantron answer sheet on the examination day).

ADDRESS CHANGES: Keep your address up to date with the Board so that your address is correct when examination results are released. The Online Address Change Form is located here on the Board's website: https://www.dca.ca.gov/webapps/bpelsq/address_change.php.

If you have any questions about these instructions, please contact the Board at (916) 263-2222 or at Erin.LaPerle@dca.ca.gov.



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