

Candidate Agreement¹

You must agree to the following conditions before you can take the remotely proctored online CRPO Registration Examination.

Terms and Conditions:

I am a CRPO candidate who has received a report indicating that I may write the CRPO Registration Examination to meet the CRPO requirements.

I consent to the disclosure by CRPO of the following information with its computer-based testing providers, COMPASS Centre for Examination Development and MonitorEDU:

- my name;
- my email address;
- my CRPO identification number;
- the name of the exam which I am writing; and
- details of any accommodations granted to me by the COMPASS Centre for Examination Development for completing the exam.

I have reviewed and understand that the monitoring service provider who is contracted with the COMPASS Centre for Examination Development and MonitorEDU, also requires:

- my name;
- my mobile or cell phone number;
- my email address;
- my IP address;
- the name of the exam I am writing; and
- the name of the organization administering the exams (COMPASS).

I have reviewed and agree to [MonitorEDU's privacy policy](#).

I understand that the online exam will be proctored by real-time remote monitoring of a live video stream from my computer's webcam and through a second camera which I must set up in accordance with the instructions of the remote proctor.

I agree to abide by reasonable requests made by the proctor during the examination to help ensure the integrity of the examination process, including, but not limited to requests to show multiple angle views of myself and immediate environment, or to adjust the cameras, seating position, or objects within the examination environment.

I understand that failure to abide by the proctor's instructions may result in my examination session being flagged for further review or terminated and my exam results invalidated.

I understand that while video streams are not routinely recorded, in the event the proctor perceives any attempts at cheating or other irregular testing behaviour, segments of my testing experience may be recorded for the sole purpose of a review by COMPASS. I expressly consent to such recording.

¹ Adapted with permission from Federation of Law Societies of Canada, National Committee on Accreditation (NCA)

CRPO and COMPASS maintain and contractually require strict confidentiality and security of all examination materials and examination-related information. Stringent protocols and security measures have been put in place to ensure that the integrity of the COMPASS examinations and the examination content is always maintained. These measures are designed to eliminate any unfair advantage among candidates and avoid the high cost of replacing the examination content in the event of a security breach.

I have read and agree to the CRPO Registration Examination rules and protocol, with attention to the Remotely Proctored Online Examination Rules and Protocol section.

TECHNICAL REQUIREMENTS

Candidates' hardware requirements and Internet bandwidth must be pre-checked through MonitorEDU.

I acknowledge that all examination materials are the exclusive property of the COMPASS Centre for Examination Development, are protected by copyright and are subject to the law of copyright in Canada. To preserve the confidentiality and security of the examinations, candidates are strictly prohibited from disclosing to person or organization, reproducing (by memorization, by electronic or by any other means) or publishing in any form any examination content. Such content includes, but is not limited to, the topics, items, questions, scenarios, fact patterns, cases, options and latent responses from an examination. I understand and agree to abide by these prohibitions.

I also agree not to commit any form of dishonesty, fraud, cheating, misrepresentation or other misconduct related to the CRPO Registration Examination, including, but not limited to:

- copying another person's answer to an examination question during a CRPO examination;
- sharing with another person any information about my answers to any CRPO examination;
- consulting an unauthorized source during a CRPO examination;
- being in possession of or use unauthorized information or documents prior to or during an CRPO examination;
- assisting a person to carry out any of these activities; or
- failing to report to the CRPO any information known about the breach of obligation(s) in the Rules and Protocol, or a breach of any obligation specific to this agreement by another candidate.

Any breach of the CRPO Examination Rules and Protocol, or other breach of this Agreement, may result in actions taken by the CRPO and/or COMPASS Centre for Examination Development including, but not limited to, any of the following:

- preparation of a written report on the conduct of the candidate and its sharing with licensing bodies;
- initiation of legal proceedings by the NCA against the candidate for damages; and,
- pursuit by CRPO and/or COMPASS Centre for Examination Development of any other legal remedies available to it.

I understand that if any technical issues prevent me from writing my examination on my scheduled day and time, MonitorEDU will work to remediate the issue and re-launch the examination as quickly as possible, or if necessary, reschedule my examination at a convenient time acceptable to the CRPO.

By consenting to this agreement, I understand that it is my responsibility to meet the minimum standards for remotely proctored examinations as stipulated in the Candidate Agreement including, but not restricted to: testing my hardware with MonitorEDU as directed; ensuring functioning hardware, software, internet connectivity; following the directions of the proctor, and maintaining a safe and secure testing environment. Any failures that result from unmet minimum standards shall not be grounds for appeal.