Florida Optometry Laws and Rules Examination
Candidate Information – Test Day at the NCCTO in Charlotte, NC
Online State Law Exam (OSLE) Instructions

NBEO Account Information:

In order to check in at the National Center of Clinical Testing in Optometry (NCCTO) AND to access the Florida Online State Law Exam (OSLE), candidates will need to know their NBEO website User ID and Password. This is the same information that is necessary to register for the Florida OSLE and to look up their Florida law exam scores on the NBEO website.

Photo Identification:

To be admitted to the NCCTO for OSLE testing, candidates must present an acceptable form of photo identification that includes both a photograph and a signature. Cards or forms from membership organizations, clubs, banking facilities, or other non-government or non-school-related entities do not provide acceptable ID verification for the Florida Law and Rules Exam.

The only acceptable forms of identification include a:

- valid driver’s license or an official photo ID issued by the candidate’s residential state or provincial government; or
- valid passport; or
- valid student identification card from an accredited school or college of optometry, provided this ID card includes both a photograph and signature embedded in the card.

In order to be considered valid, the ID must match the name on the roster for the exam.

- If the name does not match, a candidate may be denied access to the exam.
- To submit a name change, click here: https://www.optometry.org/pdf/namechange.pdf. A candidate’s online profile (https://www.optometry.org/profile/) will be updated once the NBEO records are updated internally.
- The ID must be current (cannot be expired); if the ID is expired, the candidate will not be seated for the Florida OSLE.
- Candidates are required to sign their names on a registration log as further proof of identification. This signature becomes evidence for any future challenge regarding the identity of the test taker.
- Following verification of identity through driver’s license, passport, or student ID card, a photograph will be taken of each candidate who presents to sit for the Florida OSLE, as an additional, permanent part of the Florida law exam record.
Check-in Process:

- Florida OSLE candidates should report to the NCCTO at the scheduled appointment time. Candidates who arrive at the BB&T Center early may remain on the 3rd floor of the building where there is an indoor mall of restaurants, shops, and cafes.

- A candidate who presents LATE for his/her OSLE appointment may be disqualified from taking the exam, or may be permitted to take it, knowing that testing time still will end at the appointed time. If time or availability constraints prevent a candidate from being rescheduled to a later test session that same day or during that visit to Charlotte, the candidate then forfeits his/her right to be tested and also forfeits his/her entire examination fee ($100) for that date’s OSLE administration.

- Following the identity confirmation process described above, candidates are assigned a locker and provided with a key. All personal items (including all electronic devices) must be stored in the locker for the duration of the OSLE. If a candidate wishes to keep any personal items with him/her during the exam, an NCCTO staff member will determine whether or not the requested items are appropriate for access while testing. Examples of appropriate items include but are not limited to:
  - A bottle of water/Gatorade/etc.; labels must be removed and there must be a lid
  - Tissues
  - Cough drops, mints, gum
  - Granola bar or other individually wrapped snack item
  - Lip balm, hair ties/clips, sanitary items

- There is a non-secure area in the lobby where Candidates can store luggage. Candidates may leave items outside of a locker, but should be aware that the area is not candidate-specific and is not locked. While this area is under video surveillance, candidates will use this space at their own discretion. The NBEO NCCTO is not responsible for items that are lost and/or damaged.

- Candidates will be given a sheet of paper and a pencil for use during the OSLE. These are provided so that candidates are able to take notes as needed. At the conclusion of the exam, the paper and pencil must be left in the OSLE Room. Any unauthorized notes and written materials discovered during the exam will be subject to confiscation.

During the OSLE:

- Candidates initiate the Florida online state optometry law examination by logging into the NBEO website and pulling up the NBEO website, OSLE webpage. Examinees may read through the information on the webpage. The exam is initiated by clicking on Access My Exam at the bottom of the page. A page of instructions appears, entitled “How OSLE Works.”

- The Florida state optometry statutes and rules can be pulled up for use during the exam. Three links are provided on the OSLE webpage and can be found by clicking on the Florida box. It is recommended that all 3 links are pulled up before the exam is initiated.

- There are 25 exam items, which are presented one at a time. Each item requires ONE answer. Candidates may jump from item to item, forward and backward, and may return to items as needed.
To conclude the examination, examinees click on *Score My Exam*, at which time they see their scores as well as a summary of correct and incorrect responses.

If questions or computer problems arise during the law exam, candidates may exit the OSLE Room and quietly speak with NCCTO staff. Additional testing time may be added to replace time away from the exam, depending on the circumstances.

Restroom breaks may be taken as needed; no additional testing time will be added to replace time away from the exam.

If a candidate’s computer times out during a break from the exam or if the candidate signs out, the examinee again clicks on *Access My Exam* to restore the exam to the same place that it was when the time out or sign out occurred.

Non-compliance with any aspect of this policy is an irregularity and may be subject to the consequences associated with irregularities. Violation of these policies may justify disqualification from, dismissal from, and/or failure of the Florida Optometry Laws and Rules Examination.

**After the OSLE:**

When the exam has been ended, candidates should leave all papers used during the exam next to their computers. Then, keeping in mind that Part III CSE testing may be ongoing as the law exams end, examinees quietly should:

- collect their belongings from their lockers and NCCTO lobby;
- sign out of the NCCTO in the presence of a staff member; and
- exit the facility.

At any time after the exam, candidates may view their official Florida law exam scores by:

- pulling up the NBEO website;
- going to the OSLE webpage;
- logging into their personal OSLE admin page through *Access My Exam* at the bottom of the OSLE webpage; and
- clicking on *Click Here to Review Past Exam Results*.

The Florida regulatory board will access its candidates’ law exam scores on the NBEO/FL OSLE admin page. Candidates will not receive an OSLE score report from the Florida regulatory board.