

Colorado Licensed Legal Paraprofessional Examination Standard Test Schedule

Exam Date: April 29, 2025

STANDARD TEST TIME SCHEDULE: All testing times are in MOUNTAIN TIME.

Test Location: Ralph Carr Judicial Center. 2 E 14th Ave. Denver, 80203.

Personal Belongings: Items that cannot be brought into the testing room may be placed in the designated area for Personal Belongings. Secured lockers are not available, but proctors will be in the personal belongings area at all times. Please see the **Applicant Agreement** for the list of acceptable items to the testing area and/or watch the **LLP Exam Information Webinar via Zoom to be held February 13, 2025**. Information on the Exam Information virtual webinar will be sent to all examinees for live attendance and a recording is made available for later viewing.

Laptop: The essay portion of the exam is completed on your personal laptop; you will be using your own computer and will need to bring it to the test site. See the computer technical information on our website for more information. Taking the essay portion of the exam on the computer does not mean you will not get a booklet with the essay questions; the computer is used strictly for typing and submitting your essay answers. All applicants will receive a printed booklet and scratch paper to take the exam.

Schedule: Doors open at 8:00 a.m. for check-in and security screening. Please note that security screening and checking identification cards takes time, so please plan accordingly. If you are running late, continue to make your way to the exam site. Exam start times will be adjusted if warranted due to weather or significant traffic congestion/accidents. Morning Schedule – once you enter the testing room, you should find your assigned seat and set-up your computer; there will be laptop instructions at your seat. Examinees must be in their seats for beginning of exam instructions. Applicants must leave the testing room during the Lunch Break. The doors to the testing room will re-open at 1:00 p.m., unless otherwise instructed at the exam. If an applicant utilizes the entire testing time allotted, the applicant will finish the exam by 4:45 p.m.

Test Session	Start Time	Length of Time	End Time
Applicants Set-Up Computers	8:00 AM	30 mins	8:30 AM
Essay Instructions	8:30 AM	15 mins	8:45 AM
ESSAY Exam	8:45 AM	90 mins	10:15 AM
Collect materials, put away laptops	10:15 AM	15 mins	10:30 AM
Ethics Multiple Choice Instructions	10:30 AM	15 mins	10:45 AM
Ethics Multiple Choice Exam	10:45 AM	90 mins	12:15 PM
Lunch Break	12:15 PM	45 mins	1:00 PM
Doors Open. Applicants Re-enter Testing Room	1:00 PM	15 mins	1:15 PM
Family Law Multiple Choice Instructions	1:15 PM	15 mins	1:30 PM
Family Law Multiple Choice Exam	1:30 PM	3 hours	4:30 PM
Exam Concludes – closing instructions	4:30 PM	15 mins	4:45 PM

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