



## Foreign Language Proficiency Requirement

If you have not demonstrated proficiency before applying to CSUS, you must meet the proficiency graduation requirement by one of the following three options before your graduation date.

Note that testing and verifications are handled only during the regular Fall and Spring semesters. Proficiency testing is NOT available and proficiency letters will not be processed during Winter or Summer sessions.

### OPTION 1: COURSE WORK IN A FOREIGN LANGUAGE

Complete the first year (two semesters or the equivalent) of a language at the college level with grades of "C-" or better. At CSUS, these classes would be the 1A and 1B level courses in an offered language.

### OPTION 2: VERIFICATION BY EXAMINATION

*Procedures for proficiency testing in Spanish:*

- Spanish testing is done in a group setting once per semester. The Fall 2009 test date will be November 6, 2009. The Spring test date will be March 5, 2010. Both are 6-8 pm on a Friday, in Mariposa Hall (room TBA).
- There is no fee for the exam, but a registration form is required and due prior to the deadline. Due to limited space, late registration will not be accepted. Forms are available online and completed form is submitted to the department office in MRP 2051. The FILING DEADLINE for the Fall 2009 exam October 23, 2009, and the FILING DEADLINE for Spring 2010 is February 19, 2010.

*Procedures for proficiency testing in all languages other than Spanish:*

- Language testing is done on an individual basis with an authorized examiner from the Foreign Language Department faculty or an expert in the local community. A current list of "outside" examiners is available online.
- Faculty do not charge a fee for proficiency testing. Authorized examiners outside the department may elect to charge a fee, payable directly to the examiner.
- A written verification form is required. All examiners must sign the form as provided by the Dept. of Foreign Languages (and available online). In addition, "outside" examiners must provide written statement of their own to indicate the student's language proficiency on company letterhead. The statement must include the student's full name and campus ID number to ensure that credit is given to the correct person.

### OPTION 3: VERIFICATION BY MEANS OTHER THAN EXAMINATION

- Obtain a letter on letterhead stationery, from a respected member of the community who speaks the language—a leader in a community organization, a church leader, someone who teaches the language to younger members of the community, or a supervisor where you have worked.
- The letter should verify that you can both (a) speak and (b) read or write the language; specific examples and usage must be described, as well as ability level.
- Your Sac State ID must be included on the letter.
- Make a copy for your records before submitting the form to the department office.

**For further information, please contact the Foreign Language Proficiency Coordinator:  
Prof. Laurette Suter, at [suterla@csus.edu](mailto:suterla@csus.edu) or (916) 278-7417, during Fall & Spring semesters.**