

**California State University, Sacramento**  
**Department of Foreign Languages - Foreign Language Proficiency Testing**  
**PROFICIENCY TESTING EVALUATION FORM**  
**for All Languages other than Spanish**

**(this form can also be used for fluent Spanish speakers/readers to be evaluated)**

Section 1: Instructions to Students

- This form is for Proficiency Testing in all languages *other than Spanish*. Spanish is usually tested by doing the Group Test in Spanish (Listening & Reading skills) and they must use a separate form available in the department office or online. Only fluent Spanish speakers/readers may use this form if being evaluated on those skills.
- Language testing is done on an individual basis with an authorized examiner. The TEST is an INTERVIEW. Students may obtain a list of authorized evaluator names through the Dept Web site <http://www.csus.edu/fl/information.htm>.
- No fee is required through the Department of Foreign Languages. However, faculty or authorized examiners outside the department may elect to charge a fee, payable directly to the examiner. Students should verify fees with their examiner in advance of testing.

Today's Date: \_\_\_\_\_ First Name & Last Name: \_\_\_\_\_

9-digit Sac State ID (not social security): \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Semester & Year: \_\_\_\_\_ Language: \_\_\_\_\_

Section 2: Reason for proficiency testing

- Foreign Language Graduation Requirement       Nursing Admissions (Speaking skill only)
- Retaking a test for \_\_\_\_\_ reading \_\_\_\_\_ writing \_\_\_\_\_ speaking \_\_\_\_\_ listening.  
Previous Test Date (sem/year): \_\_\_\_\_
- Other (please indicate): \_\_\_\_\_

Section 3: Evaluation of **two** skills (to be completed by the evaluator). One skill **MUST** be either Reading or Writing.

- Speaking Proficiency (Intermediate)      \_\_\_\_\_ Acceptable      \_\_\_\_\_ Not Acceptable
- Listening Comprehension (Intermediate)      \_\_\_\_\_ Acceptable      \_\_\_\_\_ Not Acceptable
- Reading Proficiency (Intermediate)      \_\_\_\_\_ Acceptable      \_\_\_\_\_ Not Acceptable
- Writing Proficiency (Intermediate)      \_\_\_\_\_ Acceptable      \_\_\_\_\_ Not Acceptable

or

Evaluation of **one** skill (to be completed by the evaluator).

- ADVANCED Reading Proficiency      \_\_\_\_\_ Acceptable      \_\_\_\_\_ Not Acceptable

- Evaluator must attach a signed letter on company/agency/institution letterhead describing proficiency skills above.  
(This is waived if the evaluator is a faculty/staff member at Sac State University or in the Foreign Language Dept.)  
Evaluator Comments or recommendations:

Section 4: Verification by evaluator       \_\_\_\_\_ (evaluator initials) Student ID Card has been checked.

Evaluator name (print): \_\_\_\_\_ Signature: \_\_\_\_\_

Evaluator Contact Info: Tel: \_\_\_\_\_ Evaluator e-mail: \_\_\_\_\_

Evaluator Agency/Institution name (print) \_\_\_\_\_

Student paid the exam fee to me: \_\_\_\_\_ Yes \_\_\_\_\_ No fee required.      Date: \_\_\_\_\_

**Return this completed form AND the letter on letterhead signed by the Evaluator, to the Foreign Language Department in Mariposa Hall, Room 2051. OR mail to: Sac State University, Foreign Language Dept, Attn: Proficiency Testing Coordinator, 6000 J Street, Sacramento, CA 95918-6087.** Results of proficiency exams will be processed on a weekly basis during the semester. The Evaluation Office will then post results to student records within several weeks. There is no processing of student tests during Summer or January.  
(updated 02/02/2012)