

Foreign Language Proficiency Test Form

This form is only for proficiency testing in all other languages other than Spanish to fulfill the California State University, Sacramento Foreign Language Graduation Requirement (**FLGR**). Fulfilling the FLGR through testing **does not award academic units toward graduation**.

The Spanish Proficiency Test (SPT) is offered by the Department of World Languages & Literatures and requires online registration on our website at www.csus.edu/wll.

Instructions on how to complete this form can be found on page 2, including test format and guidelines for evaluators.

SECTION 1: STUDENT INFORMATION

Name:

(Last)

(First)

(MI)

Sac State ID:

(9- digit)

Email:

Language:

Semester & Year:

SECTION 2: COMPLETED BY EVALUATOR ONLY

Evaluator Name:

Position/Title:

Company/Institution:

Email:

Evaluation Fee:

YES

NO

Approved Evaluator

*This form is only required.
Evaluator **must** be included on WLL Department List.*

Non- Approved Evaluator

*This form and a typed letter is required.
(See details on pg.2).*

Section 3: Evaluation of Two Skills (One skill must be either reading or writing)

- | | | |
|----------------------------|------------|----------------|
| 1. Speaking Proficiency | Acceptable | Not Acceptable |
| 2. Listening Comprehension | Acceptable | Not Acceptable |
| 3. Reading Proficiency | Acceptable | Not Acceptable |
| 4. Writing Proficiency | Acceptable | Not Acceptable |

I have confirmed that the student presented a form of photo identification as proof of their identity.

(Initial here)

Signature:

Date of Evaluation:

DEPARTMENT USE ONLY

In-person

Email

Date Received:

Foreign Language Proficiency Test

More Information

INSTRUCTIONS FOR STUDENTS (PLEASE READ CAREFULLY)

1. Complete this form and contact an evaluator for a Foreign Language Proficiency Evaluation. You have the option of contacting an Approved Evaluator or Non-Approved Evaluator. It is encouraged to verify any fees in advance of your evaluation appointment.

Evaluator Criteria

- a. **Approved Evaluator:** All evaluators on department list do not require any additional documentation other than the official department form.
 - b. **Non-Approved Evaluator:** This option is when the evaluator of the language you are proficient in is not on the department list. The following criteria is required when seeking a non-approved evaluator:
 - i. Must be fluent in the language of the evaluation.
 - ii. Must be a working professional (cannot be a friend or family member).
 - iii. Must provide a typed letter on a company/institution letterhead. The letter should describe their qualifications and the skills tested. A sample letter can be found on our website.
2. Completed forms must be submitted to the Department of World Languages & Literatures. An email will be sent confirming that we have received your form(s). A follow-up email will be sent confirming that we have sent the form(s) to the Office of the University Registrar. Their office will process this form within 4-6 weeks.

Please submit completed forms via email or in-person:

- a. Via email: Email wll@csus.edu completed forms in a .PDF or .JPEG format. If submitting multiple files, combine them into one file.
- b. In-person: Drop off in Mariposa Hall 2051.

TEST FORMAT (RESOURCE FOR STUDENTS AND EVALUATORS)

All of our proficiency testing is based on the **ACTFL (American Council on the teaching of Foreign Languages, 4th Edition)** standards. These standards should be used when evaluating students.

In order to fulfill the Foreign Language Graduation Requirement (**FLGR**) for Sac State, the student must successfully complete at least two of the following skills below (**one skill must be either reading or writing**):

Speaking Proficiency

- Student can speak on familiar and everyday topics, using simple sentences.

Reading Proficiency

- Student can read about a topic from simple sentences in texts and visuals

Writing Proficiency

- Student can compose basic writing needs such as short messages and phrases.
- Student can create simple sentences on a familiar topic.

Listening Proficiency

- Student can listen and comprehend the main idea in a verbal conversation and audio formats.

If the test results in an "Not Acceptable" proficiency, the test may not be retaken. **This test may only be taken once.**