
**IGETC
Certification in a Language Other than English
Proficiency Test Certification**

Student Name (print)	Student ID #
Counselor Name (print)	Date

I certify that this student possesses basic language proficiency in the following language other than English: _____

I assessed this student's ability by:

1. Requiring the student to answer questions in writing and verbally after reading material written in the language listed above.
2. Determining that the student has basic knowledge of reading, writing, and speaking in the present tense, basic past tense, (preterit) and simple future tense with a basic vocabulary of approximately 1,000 words.

This assessment indicates the student's ability is equivalent to at least two years of high school foreign language as taught in the United States.

Instructor Name (*please print*)

Date

Instructor Signature

Instructor's College/University Affiliation (*please print*)

Purpose:

* The purpose of this IGETC certification of "Language Other Than English" (LOTE) is to assist students who have acquired the knowledge of language other than English and demonstrate proficiency as outlined in the IGETC Standards Area 10.6.

10.6 - Language Other Than English (LOTE) Exception: Only students transferring to the UC are required to meet this area

Students must demonstrate proficiency in a language other than English equal to two years of high school or the second level of high school instruction. Students who have satisfied the UC freshman entrance requirement in a language other than English (LOTE) have already fulfilled this requirement.

10.6.1 - Certification of Competence in a Language Other Than English:

3.a a faculty member associated with a United States regionally accredited institution of higher education can verify a student's competency. The institution must provide a document on letterhead asserting that the student has mastered proficiency in the language equivalent to two years/second level of high school instruction.

Instructors:

As a college instructor who is fluent in the student's native language you are asked to voluntarily assess the basic language ability of this student who falls into the category listed above.

Criteria:

Equivalent to two (2) years of foreign language as taught in United States High Schools. Specifically the student should have;

1. Basic vocabulary of approximately 1,000 words;
2. Basic ability to read, write and speak using the present, past (preterit) and future tenses.

Method of Evaluation:

It is suggested that the instructor give the student written material for the language being evaluated. The material could be a magazine article, or newspaper or other written material. The instructor should ask the student to answer questions in writing that pertain to the written material. The instructor should also ask the student to answer questions verbally. The student needs to demonstrate basic use of present, past (preterit) and future tenses.

Procedure:

1. Assessment and certification will be conducted by either (in order of preference):
 - a. full or part-time faculty currently teaching in the respective language department at EVC or
 - b. a full or part-time faculty member fluent in the reading, writing and speaking of a foreign language
2. Counselor will provide the student with the attached form if he/she feels that the student fits the criteria listed above and direct the student to the Dean of Language Arts who will provide the student with the contact information of the appropriate instructor.
3. The instructor will make their evaluation of the student and if they determine the student has the equivalent of at least two years of high school language ability, they will sign the form.
4. The instructor will submit the original signed form and an electronic copy to the Dean of Language Arts along with the writing sample completed by the student as supporting documentation. The Dean of Language Arts will forward the electronic copy to the student and the referring counselor.

Merryl Kravitz, Dean of Language Arts

Date