Application for Establishment of Foreign Language Proficiency for Non-Native Speakers of English

It is highly recommended that students begin this process early in their college career.

Students whose native language is not English may fulfill the foreign language requirement through demonstrated proficiency in their native language. Students who graduated from a high school that conducted classes in a language other than English may use transcripts, diplomas, national exam results or leaving certificates issued by the Ministry of Education to establish language proficiency.

Students must provide documentation and an English translation of that documentation. If the College of Arts and Sciences cannot determine proficiency from the submitted documents, we may refer students for a proficiency exam or an interview with a faculty member, proficient in a given language.

Please note that Arabic, French, German, Japanese, and Spanish are languages taught at IPFW; therefore, an interview with any of the faculty teaching one of these languages is more accessible. In cases where a language is not taught at IPFW, we will work diligently to locate a proficiency exam or a fluent faculty member (on our campus or at another campus) in order to conduct an interview. However, this process could take additional time, and we cannot guarantee that resources will be available in all languages.

Proficiency demonstrated through this process will not result in special credit. It will, however, satisfy the foreign language requirement for the College of Arts and Sciences degrees.

For additional information, please contact Marietta Frye, Director of Advising, at wolczacm@ipfw.edu or (260) 481-6749.

~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~

Please print clearly and return this form along with the necessary documentation to:
College of Arts and Sciences, Liberal Arts Room 154, attention Marietta Frye

Full Name: ___________________________ University ID#: ___________________________

IPFW Email Address: ___________________________ Phone: ___________________________

High School Attended: ___________________________________________________________

City/State/Country: __________________________________________________________________

Documents Submitted: ___________________________________________________________

I affirm that the information provided on this form and the accompanying documents are accurate and legitimate.

Signature: ___________________________ Date: ___________________________

9/17/15