

Foreign Language Requirement Waiver Process (Rev. 08/2018)

Students seeking waiver of the foreign language requirement on the basis of previous experience (whether instructional or not) in a foreign language must follow a process that varies by language. Students may seek the waiver, as described below, but under no circumstances are they given college credit for taking or passing the tests described below.

Group 1 Languages: Students seeking the waiver for French, German, Italian, or Spanish must take the placement test in the given language. Contact the Institutional Research and Assessment (IRA) to find out when the placement test is offered.

Group 2 Languages: Students seeking the waiver for any other language that is regularly taught at Temple through at least the third semester should consult this list and contact the placement advisor for the given language. The placement advisor is the instructor or an instructor of the language. This responsibility may rotate among faculty members, so students are best advised to contact the home department of the language to determine which faculty member is the placement advisor for that semester:

Language	Department	E-mail address of Department Administrator
Arabic	Asian and Middle Eastern Languages	amls@temple.edu
Chinese	Asian and Middle Eastern Languages	amls@temple.edu
Greek, Ancient	Greek and Roman Classics	classics@temple.edu
Hebrew	Asian and Middle Eastern Languages	amls@temple.edu
Hindi	Asian and Middle Eastern Languages	amls@temple.edu
Japanese	Asian and Middle Eastern Languages	amls@temple.edu
Korean	Asian and Middle Eastern Languages	amls@temple.edu
Latin	Greek and Roman Classics	classics@temple.edu
Portuguese	Spanish & Portuguese	spanpor@temple.edu
Russian	French, German, Italian & Slavic Languages	fgis@temple.edu

Group 3 Languages: Students seeking the waiver for a language not regularly taught at Temple through the third semester, and who do not meet the waiver options outlined on page 3, should contact [the College of Liberal Arts' Center for Academic Advising and Professional Development at claaac@temple.edu](mailto:claaac@temple.edu). The advising center will coordinate the evaluation process with foreign language faculty, who will evaluate students based on the credentials (e.g. transcripts and other documents that indicate language proficiency) they provide. If the credentials provided are sufficient, the faculty member will complete the Foreign Language Assessment Request and Certification form. In the event, however, that the faculty member is not able to make a decision on the basis of the documentation provided by the student, the student will be required to use a pre-approved testing service at the student's expense. Please

note that no college credit is awarded on the basis of these tests.

Students are responsible for the payment of any required test fees. Testers are asked simply to determine whether the student taking the test meets the description (specified directly below) for successful completion of the second-, third-, or fourth-semester course in this language, were it to be offered at Temple.

Testing for a Foreign Language Requirement Waiver

The Bachelor of Arts degrees in the College of Liberal Arts, the College of Science and Technology, and the Tyler School of Art and the Communication Sciences Major in the College of Public Health require that students complete through the second or third semester of foreign language instruction. The Fox School International Business Administration Major requires the completion of the fourth semester of foreign language instruction. For most language courses at Temple University, this entails the completion of 8, 11 or 14 semester or credit hours of instruction. In order to earn a waiver of some or all of the foreign language requirement, students must demonstrate skills equivalent to those acquired by Temple students completing the second, third, or fourth semester of instruction at Temple in a language of similar difficulty.

The US Department of State Foreign Service Institute classifies languages into four categories by difficulty as follows:

Category 1: Danish, Dutch, French, Italian, Norwegian, Portuguese, Romanian, Spanish, Swahili, Swedish

Category 2: Bulgarian, Dari, German, Greek, Hindi, Hausa, Indonesian, Malay, Urdu,

Category 3: Amharic, Armenian, Azeri, Bengali, Burmese, Czech, Finnish, Georgian, Hebrew, Hungarian, Kazakh, Kyrgyz, Khmer, Lao, Nepali, Filipino (Tagalog), Polish, Russian, Serbo-Croatian, Sinhala, Thai, Tamil, Turkish, Uzbek, Vietnamese

Category 4: Arabic, Chinese, Japanese, Korean

	2 nd Semester Outcomes	3 rd Semester Outcomes	4 th Semester Outcomes
Category 1 Languages	Novice high speaking, reading, listening and writing skills	Intermediate low speaking and reading skills, novice high listening and writing skills	Intermediate mid speaking and reading skills, intermediate low listening and writing skills
Category 2 Languages	Novice high speaking skills, novice mid reading, listening and writing skills	Intermediate low speaking skills, novice high reading skills, novice mid listening and writing skills	Intermediate low speaking and reading skills, novice high listening and writing skills

Category 3 Languages	Novice mid speaking, reading, listening and writing skills	Novice high speaking and reading skills, novice mid listening and writing skills	Intermediate low speaking and reading skills, novice high listening and writing skills
Category 4 Languages	Novice mid speaking and listening, novice low reading and writing skills	Novice mid speaking, reading, listening and writing skills	Novice high speaking, reading, listening and writing skills

TOEFL or IELTS Testing and the Foreign Language Requirement Waiver

A student presenting either TOEFL (**Test of English as a Foreign Language**) or IELTS (**International English Language Testing System**) scores, required by the Admissions Office to demonstrate competency in English, will be presumed to have third-semester (FLP4 on SOATEST form) language fluency. Such students will need to fulfill the General Education requirements in Analytical Reading and Writing and two Writing Intensive courses at Temple.

Advisors can find TOEFL and IELTS scores posted on the student's record in SSB (or in INB in the SOATEST form) After verifying that the student has taken either the TOEFL or IELTS exam, advisors should check the TOEFL/IELTS box on the Foreign Language Assessment Request and Certification Form and email it to IRA at placements@temple.edu for BANNER processing. Such students will need to fulfill the General Education requirements in Analytical Reading and Writing and two Writing Intensive courses at Temple.

Primary language of High School instruction in a Group 3 Languages

A student whose High School transcript indicates primary instruction was in a language not regularly taught at Temple through the third semester (Group 3 Languages), but who did not present either TOEFL or IELTS scores in applying for University admission will be presumed to have fourth-semester language fluency (level FLP4) and to be presenting English as the foreign language to be assessed for the purposes of the School/College requirement.

(Approved: CLA Collegial Assembly 12/5/2007)

After verifying that the student's primary language of High School Instruction was in a language not regularly taught at Temple through the third semester (Group 3 Languages), advisors should check the High School Transcript box on the Foreign Language Assessment Request and Certification Form and email it to IRA, at

placements@temple.edu for BANNER processing. Such students will need to fulfill General Education requirements in Composition/Analytical Reading and Writing and two Writing Intensive courses at Temple.

A Student who claims native fluency in a language other than English, but who did not present either TOEFL or IELTS scores in applying for University admission (for example, because his or her secondary educational experience was in English) and whose High School Transcripts do not indicate primary instruction was in a language not regularly taught at Temple through the third semester (Group 3 Languages), is required to demonstrate his or her proficiency in the native language by taking the placement exam or by otherwise following the procedures for the waiver process.

Procedure for Advisors

Students requesting an exemption from the foreign language requirement on the basis of knowledge of a foreign language ask their advisors for information about how to demonstrate that knowledge. Advisors consult the list in this document and send the students:

- to a placement test for the languages in which TU regularly offers placement tests (Group 1 languages, as defined above).
- to a faculty advisor for the languages TU regularly offers, but for which there are no regular placement tests (Group 2 languages, as defined above).
- to the College of Liberal Arts' Center for Academic Advising and Professional Development at claaac@temple.edu
- or complete the Foreign Language Assessment Request and Certification Form when appropriate for TOEFL scores, IELTS scores, or High School Transcript showing primary instruction in a Group 3 Language.

Advisors receive feedback from the administrators of the placement test or a written document or e-mail from a TU faculty member who teaches the given Group 2 language. If the feedback is not provided using the Foreign Language Assessment Request and Certification Form, the document should clearly state whether the student demonstrates language skills equivalent to or exceeding those skills expected from students completing the second, third or fourth semester of instruction in that language at Temple University. Outside evaluators, assessing language skills of students for Group 3 languages are asked to provide a letter or e-mail confirming student language skills at or exceeding this same level in accordance with the guidelines laid out in the table in this document.

Upon receiving confirmation from a qualified tester as described above, advisors enter the information about the exemption from the foreign language requirement into the Advising Database and then email a copy of the Foreign Language Assessment Request and Certification Form to IRA at placements@temple.edu for posting in Banner.

At no time are advisors expected to evaluate students' foreign language skills themselves.

(Approved for Use: Office of Undergraduate Studies and the Education Planning and Policy Committee, 7/2007; Contact list revised 7/2009; IELTS added 11/2009; Banner update 3/2012; update of IRA contact information; updated August 2018 to align with CLA process.)