• If you plan to exchange to a campus in **Puerto Rico**, you must demonstrate Spanish proficiency since your instruction will be in Spanish.
• If you plan to exchange to a **Francophone university in Canada**, you must demonstrate French proficiency since your instruction will in French.
• **For all other NSE member universities**, students for whom English is not their first language must demonstrate English proficiency. Students whose first language is not English, may also be asked to submit TOEFL, IELTS or MELAB scores to their host institutions following placement.

**Return This Form To:**
Bethany Parker
Coordinator, International Education & Programs
International Education, Sisson Hall
parkerba@potsdam.edu

Applicant's Name ________________________________

In compliance with the Family Education Rights and Privacy Act of 1974, the candidate may have access to this evaluation unless access is waived by completing the following statement:
I, ______________________________, waive my right to access this evaluation. ____________________

Signature _______________________________ Date __________

**To Be Completed By The Applicant**

What is your native language? ___ English ___French ___ Spanish ___ Other: __________________________

**NSE Campus(es) for which you are applying:**

1. ____________________________________________ Language of Instruction ________________
2. ____________________________________________
3. ____________________________________________
4. ____________________________________________
5. ____________________________________________

What courses have you completed, including those in progress, in or related to the language of instruction?

What other experiences have you had in this language? (e.g., lived in the area, spoken at home, read journals/newspapers)
I am evaluating the applicant's ability to receive effective classroom instruction in:

___ English   ___French    ___ Spanish

**Language Assessment**

1. The following elements are helpful indicators of the applicant's ability to handle classroom instruction in another language. Please check which of these elements were used in your evaluation.

   **Listening Ability**
   - ___ None
   - ___ Limited to slow, uncomplicated sentences
   - ___ Understands simple conversation
   - ___ Understands conversation on simple academic topics
   - ___ Understands sophisticated discussion of academic topics

   **Speaking Ability**
   - ___ None
   - ___ Able to complete structurally simple, short phrases
   - ___ Uses basic grammatical structure, speaking with limited vocabulary
   - ___ Uses structural patterns, but not with consistent accuracy; adequate to participate in conversational topics
   - ___ Has control over structural patterns; can handle a wide variety of conversational situations

   **Reading Ability**
   - ___ None
   - ___ Limited to simple vocabulary and sentence structure
   - ___ Understands everyday topics and non-technical subjects
   - ___ Understands materials which contain idioms and specialized terminology
   - ___ Understands sophisticated materials, including those in proposed field of study

   **Writing Ability**
   - ___ None
   - ___ Writes simple sentences on conventional topics with some errors in spelling and structure
   - ___ Writes on academic topics with few errors in structure and spelling
   - ___ Writes with idiomatic ease of expression and feeling for the style of the language

2. How was this evaluation determined?
   - ___ Based on knowledge of the applicant's course work in language at this campus.
   - ___ Written examination. Date administered _______________________
   - ___ Oral examination. Date administered _______________________

**Linguistic Ability**

1. What is your opinion of the applicant's ability to pursue university-level course work in this language?
   - ___ Will require considerable training before necessary competence can be attained.
   - ___ Will require additional training before beginning the exchange.
   - ___ Should be able to manage adequately after a short period of adjustment.
   - ___ Should have no difficulty.

2. Please add any additional comments relating to the applicant's linguistic ability.

Name (print) ______________________________________  Title __________________________
Phone ______________________  e-mail __________________________
Signature ______________________  Date ______________________