

Proficiency in a World Language Exam Application

Contact information:

Name: (last, first, middle, former)			Student ID:	
Mailing address: (street/number)	Apt #	City	State	Zip
Telephone:		SSU e-mail:		
Indicate your program of study: You should consult with your program coordinator about when to take the exam.				

I am applying to take the proficiency in a world language exam (check one):

- Wednesday, November 1, 2023 at 6:00 pm
(Deadline for November application is Friday, October 6, 2023)
- Wednesday, March 6, 2024 at 6:00 pm
(Deadline for March application is Friday, February 9, 2024)
- Saturday, July 6, 2024 at 8:30 am
(Deadline for July application is Friday, June 7, 2024)

I wish to take my exam in (check one): Spanish French Italian

**If you wish to take the exam in a language that is not listed above, please contact your program coordinator before submitting this form.*

What is your anticipated month and year of graduation? Month: _____ Year: _____

Along with applying to take the proficiency in a world language exam, you should be aware of the following general policies:

- Any student who fails all or part of the exam will need to re-apply to retake the exam on the next scheduled exam date.
- Any registered student who does not appear as scheduled to take the exam and who has not informed the School of Graduate Studies in writing of his/her anticipated absence will be considered a no-show. All no-shows will need to re-apply, including the \$50 application fee, to take the exam on the next scheduled exam date.
- A student must notify the School of Graduate Studies in writing prior to the exam if he or she will not be present to take the exam and if he or she intends to take the exam on the next exam date. Such unexpected circumstances should be written in the form of an email to the Amelia Mitchell-Storer, at amitchellstore@salemstate.edu. Requests to reschedule the exam will be addressed on a case by case basis.
- Questions about the exam content, instructions, and expectations should be directed to your program coordinator.
- This exam is administered via pencil/paper only. You will be given 1 ½ hours to complete the exam. A dual language dictionary is allowed during the exam, but computer/phone resources are not allowed.

Please enclose your \$50 application fee (check or money order made payable to Salem State University).

Mail your completed form, along with the \$50 application fee, to the following address:

Salem State University
School of Graduate Studies
352 Lafayette Street
Salem, MA 01970
Attention: Amelia Mitchell-Storer

Signature:

Student: _____	Date signed: _____
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