For All Students

Students may only request to be proficiency tested in languages they did not study in high school.

*If you are a native speaker of the language that you took in high school, you ARE able to take the proficiency exam in your native language.

- Proficiency exams given in Italian consist of **two parts**.
- The 1st part of the exam, the written portion, focusing on reading and writing skills is only given **ONCE a semester**.
- Students **must pass** the 1st part of the exam in order to take the 2nd part of the exam, the oral portion, focusing on speaking and listening.
- Students are able to apply for a proficiency exam in a language **ONLY ONCE**.
- **NO EXCEPTIONS**!! Students must plan accordingly for graduation purposes.

The following procedure **MUST** be followed for proficiency testing:

1) **Complete** the attached proficiency exam **application** no later than the Course Add/Drop/Delete **Deadline** and **submit** it to the department office, LT-510.

2) **Once** reviewed, an email of the scanned application will be **sent** to the applicant indicating approval or **denial**.

3) If the application indicates **approval**, it is the applicant’s **responsibility** to **report** to the department office, LT-510, between 10am-2pm, on the date of Course Withdraw **Deadline** to take the 1st half of the proficiency exam, the written portion, at an **INTERMEDIATE** level. This is the **ONLY** day that the 1st half of the exam will be given. The written portion should take approximately **one hour**.

4) **Once** exam is **graded**, an email of the scanned application with **results** will be **sent** to the applicant.
   - If the application indicates **pass** on the 1st half of the exam, it is the applicant’s **responsibility** to **schedule** an appointment for the 2nd half of the exam, the oral portion, with **Professor Dana Stewart** (stewart@binghamton.edu).
   - If the application indicates **fail** on the 1st half of the exam, the applicant **CANNOT** take the 2nd half of the exam and **CANNOT** reapply to take the proficiency exam in the same language.