

**Fordham University**  
**Department of Modern Languages and Literatures**  
**Policy on Foreign Language Proficiency Assessment for Graduate Students**  
(August 28, 2015)

The Modern Languages and Literatures Department administers Foreign Language Proficiency Assessments for enrolled, degree seeking graduate students who have a foreign language proficiency requirement as part of their degree program. The assessments are offered as an alternative to coursework (5090 and 5001-5002 reading courses) for those students who have reading proficiency in a language but may not have a documented means of showing it.

The assessments are reading proficiency exams equivalent to the level of a final exam in FREN, ITAL or SPAN 5090, or GERM 5002. Normally, the exams include the translation of a prescribed general interest text.

Assessments are offered in French, German, Italian and Spanish. Assessments may also be offered in Arabic, Mandarin Chinese and Russian. The Modern Languages and Literatures Department will work to make accommodations for Arabic, Mandarin Chinese and Russian upon request, but cannot guarantee availability.

Assessments are offered twice each semester and once in the summer. Ad hoc assessments by individual appointment will no longer be offered.

The assessment schedule for 2015-2016 is as follows:

<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Registration Deadline</b>
Tuesday, October 6, 2015	11:30am - 1:30pm	Faber Hall Conference Room (FA 568) – Rose Hill	Tuesday, September 22, 2015
Thursday, December 3, 2015	11:30am - 1:30pm	Faber Hall Conference Room (FA 568) – Rose Hill	Thursday, November 19, 2015
Thursday, February 18, 2016	11:30am - 1:30pm	Faber Hall Conference Room (FA 568) – Rose Hill	Thursday, February 4, 2016
Tuesday, April 12, 2016	11:30am - 1:30pm	Faber Hall Conference Room (FA 568) – Rose Hill	Tuesday, March 29, 2016
Wednesday, August 17, 2016	11:30am - 1:30pm	Faber Hall Conference Room (FA 568) – Rose Hill	Wednesday, August 3, 2016

\* In case of documented illness or university closure due to inclement weather, alternate arrangements can be made with the department.

**Registration**

Students should contact Ms. Maria Totino at [totino@fordham.edu](mailto:totino@fordham.edu) or 718.817.2651 by the registration deadline of the selected exam date. They should provide the following information:

- Name
- FIDN
- Department
- E-mail
- Language
- Exam Date

### **General Guidelines for the FLPA**

- All students must present a valid photo ID (Fordham ID or Driver's License) to take the assessment. Students without a valid ID will not be allowed to sit for the assessment.
- The maximum time allowed for completion of the assessment is two hours. Students who show up late may take the assessment, but will not be allowed any extra time. Students who finish early may leave upon completion of the assessment.
- Students are allowed to bring and use a foreign language dictionary (print edition only) during the assessment. No other translation tools, including electronic resources, and no other such materials as English or foreign language grammars, notes, review sheets and the like, will be allowed. No electronic devices, including cell or smart phones, are allowed. Students are expected to sign (on their assessment) that they are aware that the University Code of Conduct applies to this exam. Cheating (including, among other instances, having or using unauthorized materials, copying from another student at examination, permitting another student to copy from an examination, and having another person act as proxy to take an examination) will not be tolerated. Violation of this line of conduct constitutes Academic Dishonesty and will result in an F in the assessment. Instances of Academic Dishonesty will be reported to the Director of Graduate Studies of the student's home program and the Dean of the Graduate School of Arts & Sciences.
- The exam must be completed according to the recognized standards of written academic English.
- Samples of previous examinations are not circulated.

Special accommodations are provided for students who present official certification from Fordham's Office of Disability Services by the registration deadline.

\* Please note: Interested students must be matriculated and enrolled in Fordham University's Graduate School of Arts and Science to be eligible for the Foreign Language Proficiency Assessment.

### **Grades**

Results, in the form of letter grades, will generally be reported within two weeks of the assessment date to the student and the Director of Graduate Studies of the student's home program. A student may take the assessment multiple times but only once each term.

If you have questions, please contact Ms. Maria Totino at [totino@fordham.edu](mailto:totino@fordham.edu) or 718.817.2651.