



**I.G.E.T.C.**

Certification in a Language Other than English  
Proficiency Test Certification  
For Foreign students not having Official Transcripts

Student \_\_\_\_\_ ID \_\_\_\_\_

I certify that this student possesses basic language proficiency in the following language:  
\_\_\_\_\_.

I assessed this student's ability by:

1. Requiring the student to answer questions in writing and verbally after reading material written in the language listed above.
2. Determining that the student has basic knowledge of reading, writing, and speaking in the present tense, basic past tense (preterit) and simple future tense with a basic vocabulary of approximately 1,000 words.

This assessment indicates the student's ability is equivalent to at least two years of high school foreign language as taught in the United States.

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
INSTRUCTOR NAME

\_\_\_\_\_  
INSTRUCTOR SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COUNSELOR SIGNATURE

\_\_\_\_\_  
DATE

## Instructors and Counselors:

**Purpose:** The purpose of this I.G.E.T.C. certification of “Language other than English” is to assist students who have studied outside of the United States in a language of instruction other than English who do not have official transcripts. This is not intended to replace any other method of certifying I.G.E.T.C. Language other than English. It is specifically designed to assist students who cannot supply an official transcript sealed in an envelope, but who have studied for at least three (3) years outside of the United States in a language other than English.

**Instructors:** As a College of the Canyons instructor who is fluent in the student’s native language you are asked to voluntarily assess the basic language ability of this student who falls into the category listed above

**Criteria:** Equivalent to two years of foreign language as taught in United States high schools. Specifically the student should have:

1. Basic vocabulary of approximately 1,000 words;
2. Basic ability to read, write and speak using the present, past (preterit) and future tenses.

**Method of Evaluation:** It is suggested that the instructor give the student written material for the language being evaluated. The material could be a magazine article, or newspaper or other written material. The instructor should ask the student to answer questions in writing that pertain to the written material. The instructor should also ask the student to answer questions verbally. The student needs to demonstrate basic use of present, past (preterit) and future tenses.

**Procedure:**

1. The counselor will provide the student with this form if he/she feels that the student fits the criteria listed above and direct the student to a specific instructor.
2. The instructor will make her/his evaluation of the student and indicate approval or denial of the request and sign the form.
3. The student returns the form to the counselor who will note the results and submit the form to Admissions and Records.