



College of Arts and Sciences

Lake Shore Campus
Sullivan Center 235
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Chicago, Illinois 60660
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Lewis Towers 930
820 North Michigan Avenue
Chicago, Illinois 60611
Phone 312.915.6520 | Fax 312.915.8593

Request for Competency Exam in Language Not Offered at Loyola

Name _____ ID Number _____
First Last

Local Phone _____ LUC E-mail _____
(Area Code) Number

Local Address _____
Street Address Apt. City State ZIP Code

Today's Date _____ Credit Hours to Date _____ Expected Date of Graduation _____

Please note: Students who believe that they are competent in reading, writing, and speaking a language that is not offered at Loyola may make a request to the College of Arts and Sciences (CAS) Dean's Office for a competency exam in that language. This request should be filed during a student's first semester in the College of Arts and Sciences. For the purpose of competency testing in languages not offered at Loyola, the CAS Dean's Office will recognize only languages which can be tested for competency in reading, writing, and speaking.
Once this request is submitted, the CAS Dean's Office will make a limited but reasonable effort to locate an academically qualified tester at Loyola or at another college or university. Once a qualified tester has been located, the student will be notified and directed to make an appointment for an examination which, in most cases, will be conducted in the CAS Dean's Office and/or the Language Learning Resource Center. After the competency exam has been administered, the exam will be submitted to the language tester for review, and the language tester will submit a report and recommendation to the CAS Dean's Office.
If no qualified tester can be found within one academic semester, the student's request will be denied, and the student will be required to satisfy the CAS language competency requirement via language course work at the 102-level or higher (or, if an International Studies major or minor, the 104- or 103-level respectively).

■ For what language do you seek competency testing? _____

■ Is this language known by other name(s)? If so, please list other names for this language:

■ What is your major(s)? _____

■ What is your minor(s), if applicable? _____

■ Briefly describe how you acquired competency (i.e., reading, writing, speaking) in this language. List any language course(s) you took before entering Loyola. Include when and where the courses were taken, at what levels, and your course grades. If you acquired your language skills by some other means, such as studying abroad, please describe these experiences.

NOTE: If no qualified tester can be found within one academic semester, the student's request will be denied, and the student will be required to satisfy the CAS language competency requirement via language course work at the 102-level or higher (or, if an International Studies major or minor, the 104- or 103-level respectively).

Student's Signature _____ Date _____

For Office Use Only:	
Dean's Approval _____	Date _____
Test Administered by _____	Date _____