



*Counseling Department*

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**I.G.E.T.C**  
**Language Other than English Proficiency Test Certification**

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

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

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.

\_\_\_\_\_  
Instructor Name

\_\_\_\_\_  
Instructor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Counselor Name

\_\_\_\_\_  
Counselor Signature

\_\_\_\_\_  
Date

## **Certification Information and Procedure**

**Purpose:** I.G.E.T.C. certification of “Language Other than English” will assist students who have studied (for at least 2 years) outside the United States in a language of instruction other than English who do not have official transcripts. It may also be used for students proficient in a language other than English who have no other means to document this proficiency.

**Instructors:** As a Las Positas College instructor who is fluent in the language being assessed, you are asked to voluntarily assess the basic language ability of the student.

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

**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, newspaper, or other written material. The instructor should ask the student to answer questions in writing that pertain to the written material and ask the student to answer questions verbally. The student needs to demonstrate basic use of present, past (preterit), and future tenses.

### **Procedure:**

1. A counselor will provide the student with this form if student fits the criteria above and direct the student to a specific instructor.
2. The instructor will assess the student and indicate approval or denial of the request and sign the form.
3. The student returns the form to the counselor or directly to the Admissions and Records Office for submission to the Evaluator for ATI-filer scanning.