



William & Mary
 Office of the University Registrar
 Blow Memorial Hall Room 240
 PO Box 8795
 Williamsburg, VA 23187-8795
 757-221-2800 Fax: 757-221-2151
 degreeaudit@wm.edu

Modern Language Proficiency Exemption Form

Students seeking to demonstrate proficiency in a modern foreign language may do so by documenting one of the following:

- 1) this was the language of instruction in the high school from which you graduated,
- 2) that you have scored "Intermediate" or higher on the ACTFL oral and writing proficiency standardized tests in a foreign language

If you meet one of these criteria, you may petition the University Registrar for alternate fulfillment of the foreign language proficiency requirement.

Student Name	Last	First	MI	Student ID Number
@wm.edu				
William and Mary e-mail address				Phone Number (where you can be reached)

Select one of the following options for your alternate foreign language placement:

English was NOT the language of instruction in my High School (transcript from that HS must be on file in the Registrar's Office.) The transcript must be in the language of instruction, and translated to English.

Intermediate score or higher on the ACTFL oral and writing proficiency standardized tests. For more information on the American Council on the Teaching of Foreign Languages proficiency tests, go to:

www.languagetesting.com

1. Select a language and click Get Certified.
2. Under *Choose or Schedule a test*, go to the box titled Language Certification for Programs with ACTFL requirements and click on Choose Test.
3. Enter William & Mary as the institution and click Continue.
4. Select test. You must take both oral (OPI) and written (WPT) if offered in the language.
5. Continue to Schedule test.

Student Signature _____

Date _____

FOR OFFICE USE ONLY

Date Processed: _____ Initials: _____