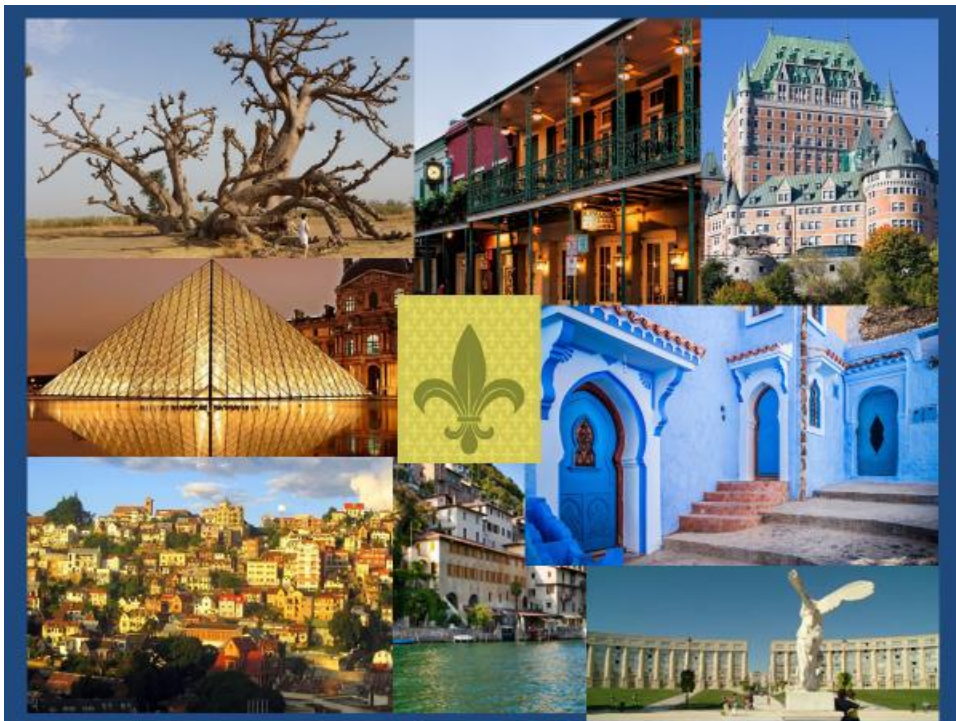


French Placement Test Information



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PLACEMENT POLICIES



The purpose of the French Placement Test

The placement test is designed to provide an assessment of a student's current level of language skills in French. The results determine the appropriate level French course for students who wish to continue their study of French and confirms that they have the necessary skills to be successful at that level. The placement test does not count for a grade and no academic credits are awarded for successfully completing the test.

A student's score on the French placement test determines the appropriate level of French course for that student. The French & Francophone Studies Program no longer uses the number of years of previous language study to determine placement levels.



Who should take the Placement Test in French?

FIRST-YEAR STUDENTS

Normally, all incoming first-year students who have taken French in high school/middle school and who plan to continue taking French at William & Mary are required to take the placement test in French. [see limited exceptions noted later in this document]

This includes students who have completed the equivalent of the French 202 (or higher) in high school. Incoming first-year students are required to take the French placement test if they plan to take French courses at William & Mary. [see limited exceptions listed further on]

A couple of examples:

Students who took AP French courses or IB HL French courses in high school but who did not take the AP or IB exam are required to take the placement test if they wish to continue French study.

Students who received a score of less than 3 on the AP French exam or less than 5 on the IB HL French exam are required to take the placement test if they wish to continue French study.

For such students, the placement test results will confirm their readiness to take courses beyond French 202 and will identify which French courses correspond best to their current level of language skills in French. The test results are particularly helpful for students who are unsure of their preparation in French and offer an opportunity to enter the French 210/212 Mentoring Program – where students receive additional one-on-one mentoring assistance from Advanced-level students in French

TRANSFER STUDENTS

All incoming transfer students who have taken French courses at their previous institution (or in high school) and who plan to continue taking French at William & Mary are required to take the placement test in French.- unless they have received transfer credit for FREN 210 or FREN 212 (or above) for courses taken at their previous institution.]

All incoming transfer students who have earned credit for courses at the FREN 101-202 level from their previous institution **will be able to count these credits towards the overall number of total credits needed for graduation.** But if they wish to continue their French Studies at W&M, they are required to take the French Placement test to determine the appropriate level course here at W&M.

Transfer students enrolling for the first-time a W&M in January, should take the placement test before registering for Spring semester classes. In all cases, the placement test must be completed before the end of the adjustment period of continuing registration for the semester during which they plan to take their first W&M French course.



Who is exempt for taking the Placement Test in French?

First-year students

First year students who took French courses in high school but do not plan to continue their French studies at William & Mary, are not required to take the placement test. This includes students who have already satisfied the W&M foreign language proficiency requirement through their high school French courses and who do not plan to take French courses at William & Mary.

First-year students who scored 3 or higher on the French AP exam are not required to take the placement test.

Students who scored 5 or higher on the French IB HL exam, are not required to take the placement test.

Students who attended at least one year of high school in a country where the language of instruction was French are not required to take the placement test.

Transfer students

Transfer students who have satisfied the W&M Foreign Language Requirement with course work in French (from their previous institution or from high school) and who do not plan to take French courses at William & Mary, are not required to take the placement test.

Transfer students who have received credit for W&M FREN 210 or FREN 212 (or above) for courses taken at their previous institution are not required to take the placement test. For students who plan to continue their French studies, placement follows the recommended course sequence for all students having completed FREN 210 or FREN 212.

Student who have never taken a French course, who wish to begin the study of French at W&M, do not take the placement test. Such students will enroll in FREN 101.

When

When to take the Placement Test in French?

The packet of materials distributed to incoming first-year and transfer students by the Advising Office prior to their arrival on campus will include a link to the Foreign Language Placement Test site and initial instructions on how to self-register in Blackboard in order to access the site. The open period for taking the placement test is **July 1st - July 19th**.

Continuing students, who plan to resume their study of French for the first time since matriculation at William & Mary, will normally **take the placement test during the fall or spring advising period prior to course registration for the semester in which they plan to take their first W&M French course**. This will enable students to register for the appropriate level French course at the same time that they register for all of their other courses. On occasion, the placement test may be taken outside of the advising period, but all placement testing must be completed before the end of the adjustment period of continuing registration for the semester during which their first W&M French course is taken. In order to access the Placement test Blackboard site, students need to submit an e-mail request to Professor Michael Leruth who will add your name to the test site.

Transfer students enrolling for the first-time at W&M in January, should take the placement test before registering for Spring semester classes. In all cases, the placement test must be completed before the end of the adjustment period of continuing registration for the semester during which they intend to take their first W&M French course.



How & When will I find out the results of my French Placement Test?

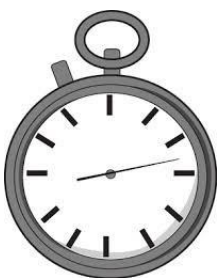
Once the test is completed, students have immediate access to their test results using the button in the left column labeled "**Test Results**". A **Course Placement Chart** is provided which indicates the appropriate placement level (with course name and number) corresponding to the final placement test score. For students placing beyond French 202, multiple courses are possible and full course descriptions are provided.



How long are the French Placement Test results valid?

Placement test scores & recommendations are **valid for a period of one year**. If two semesters have passed since completing the placement test (and no French course has been taken during that time), then students are required to retake the placement test before enrolling in a French course. This is to ensure that students still have the appropriate language skills needed to successfully complete the course.

TEST PREPARATION (or what you should know before taking the test)



Time parameters for the French Placement Test

The French placement test is conducted in three parts. You will have ample time, **30 minutes, to complete each part of the test**. [*Usually, students complete all three test parts in about 60 minutes.*] Each segment of the test is timed separately, so if you complete Part 1 in 20 minutes, you will be able to move on to Part 2 immediately (the same with Part 3). You will be notified when the time expires for each part of the test and you must click “submit” to record the results.

Each student is allowed **one attempt** to complete the test. Once you start Part One of the test, the timer will begin, so please do not start the test until you are ready to devote the time (**60-90 minutes**) to take the entire test.

You are not expected to know the answer to every question. Please do your best to answer as many questions as possible. However, if you have no idea which is the correct answer, do not try to guess, after all, the test is intended to place in the most appropriate French course for your language skills. If you don't know the answer, simply choose the response option “Don't know”.



What is the content focus & format of the French Placement Test?

The exam covers a range of grammatical topics and reading skills that are currently covered in 100- and 200-level French courses at the College of William and Mary. This exam does not count for a grade, nor does it provide academic credits for successful completion of the test. The placement test results are used to determine the most appropriate level French course for you.

Test Format

There are a **total of 75 questions for the entire test** - Part 1 [20 questions], Part 2 [25 questions] and Part 3 [30 questions]. All of the questions are in **either a multiple choice or true/false format**.

Once you have completed Part 1 of the test, you will receive a score for that portion of the test. Depending upon your score on Part 1, you will proceed immediately to take Part 2 of the test. At the end of Part 2, your second score will appear and, if you have an appropriate score, you will proceed to the final section of the test (Part 3).

If your course placement level can be determined at the end of either Part 1 or Part 2, then you will not need to take the remaining test parts. This will be clearly indicated to you as the link to the further test parts will be disabled. **Important note: In order to earn a valid placement test score, you must complete all parts of the test for which you are eligible** (indicated by an active link to that portion of the test).



The William & Mary Honor Code and the Placement Test

Keep in mind that as a student at the College of William & Mary, you must abide by the Student Honor Code. Therefore, you are expected to complete this test with no outside help (e.g. dictionaries, books, notes, no help from teachers, friends or family members, etc.) It is important to answer the questions honestly and to the best of your ability so that you receive accurate advice about placement.



Recommendations for Best Performance on the Placement Test

To give your best performance on the placement test:

- * arrange to take the test in a quiet setting where you won't be distracted by technology and/or activities taking place nearby,
- * put a note on the door to let others know that are taking a test and that you cannot be interrupted [let them know the time when you will be done],
- * plan for a period of 90 minutes (continuous time – you cannot start the test and then stop it with the intention of coming back to the test later). If you need food or water, have it with you before you start the test,
- * it is important to answer the questions honestly and to the best of your ability. Respond to all of the questions that you feel comfortable answering, but don't try to guess answers when you are not sure.

* Try to relax. Take a deep breath. This is not a 'pass' or 'fail' type test. The goal is simply to find out your level in French and match you to a course at that level.

*Read the instructions carefully for each part of the test, as well as the individual test questions. This is a multiple choice test. Read each of the possible responses before choosing your answer to the question.

* After reading the choices, rely on your first impressions. The answer which comes to mind first is often correct.

* Work slowly, but steadily and keep an eye on the time in order to pace yourself.

When it's over, you will receive your results immediately (click on the link on the left side of the page labelled "**Test Results**"). Whichever level course is recommended for you – know that you have the skills to be successful in it.

We look forward to seeing you in a French course in the upcoming semester!

TEST RESULTS



What do the results tell me?

The placement test is designed to provide an assessment of your current level of language skills in French. The results determine the most appropriate level French course for you and confirms that you have the necessary skills to be successful at that level. Reminder - The placement test does not count for a grade and no academic credits are awarded for successfully completing the test.

Which French course(s) corresponds to my placement test score?

[see chart]

I've attached the chart as a separate document because it is formatted in landscape mode. A copy of the chart is included in the Appeals Guideline notebook.

APPEAL

The Appeals Process

Students who believe that the placement test results do not accurately reflect their language skills in French, may appeal their placement by making an appointment for the Monday preceding the start of classes to meet with Professor Michael Leruth, the French & Francophone Studies Program Director. You will sign for a specific appointment time to meet with Professor Leruth. (*insert link or specific instructions to students – e.g. sign-up sheet in Wash Hall?*) Note: Changes in placement which overrule the placement test results are approved only under rare, exceptional circumstances.

If an alternate placement is approved through the appeals process, the French & Francophone Studies Program Director will send an e-mail with notification of the change in placement to the Registrar's Office and the appropriate changes are then put into Banner enabling the student to enroll in the correct course. **Once the change is made in Banner, you (the student) are responsible for registering for the appropriate course.** A registration "override", if requested, can only be provided after the changes to the Placement test results have been made in Banner.