



# American River College

## LANGUAGE PROFICIENCY VERIFICATION (To Be Completed for Prescreening Criteria 8)

**Instructions to the applicant:** If you are proficient in a language other than English, please refer to the ADN Program Admission Criteria for all acceptable support documentation. You may use this form to certify proficiency. This form must be submitted with the online application cover page.

Applicant's Name (print) _____ (First) (Middle) (Last)	Student ID _____
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Have a community member, not a relative, who has had adequate interaction with you and who can verify that you are proficient in a foreign language other than English complete the information below.

The person completing this proficiency certification must:

1. Proficient in the identified foreign language and
2. Have known the applicant and observed his/her language skills in the past year, and
3. Not be a close family member or friend.

Certification of proficiency in the language of \_\_\_\_\_.

Contact Information for Individual Verifying Language Proficiency

Name (print) \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Email \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Please answer the all following questions:

1. How long have you known the applicant and in what capacity? \_\_\_\_\_  
\_\_\_\_\_
2. How often have you observed the applicant conversing/translating in this language?  
 Daily     2+ days per week     1 day a week     Other \_\_\_\_\_
3. Is the applicant proficient in reading this language?      Yes       No   
\*Reading Definition: Able to read standard newspaper items addressed to the general reader, routine correspondence, reports, and technical materials in the individual's special field.
4. Is the applicant proficient in speaking this language?      Yes       No   
\*Speaking Definition: Able to speak the language with sufficient structural accuracy and vocabulary to participate effectively in most formal and informal conversations on practical, social, and professional topics.

\*For additional information including the full spectrum of reading and speaking proficiency definitions, see U.S. Department of State "Language Proficiency Definitions" linked to the ARC Nursing Program website.

*I acknowledge, by my signature below, that the information on this form is true and correct.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

## LANGUAGE PROFICIENCY DEFINITIONS

(Language Proficiency Definitions from the U.S. Department of State at [http://careers.state.gov/gateway/lang\\_prof\\_def.html](http://careers.state.gov/gateway/lang_prof_def.html))

<b>Proficiency Code</b>	<b>Speaking Definitions</b>	<b>Reading Definitions</b>
0 - No Practical Proficiency	No practical speaking proficiency.	No practical reading proficiency.
1 - Elementary Proficiency	Able to satisfy routine travel needs and minimum courtesy requirements	Able to read some personal and place names, street signs, office and shop designations, numbers and isolated words and phrases.
2 - Limited Working Proficiency	Able to satisfy routine social demands and limited work requirements	Able to read simple prose, in a form equivalent to typescript or printing, on subjects within a familiar context.
3 - Minimum Professional Proficiency	Able to speak the language with sufficient structural accuracy and vocabulary to participate effectively in most formal and informal conversations on practical, social, and professional topics	Able to read standard newspaper items addressed to the general reader, routine correspondence, reports, and technical materials in the individual's special field.
4 - Full Professional Proficiency	Able to use the language fluently and accurately on all levels pertinent to professional needs.	Able to read all styles and forms of the language pertinent to professional needs.
5 - Native or Bilingual Proficiency	Equivalent to that of an educated native speaker.	Equivalent to that of an educated native.