PERSONAL INFORMATION

Name [Ms. / Mr.]

Last First Middle

Date of Birth day month year

Mo. Day Year

Social Security, NYU Student ID Number, or Passport Number

Address

City State Country Postal Code

Home Phone Work Phone

Language to be tested

Points

TO BE FILLED IN BY NYU

Course Number Semester

PAYMENT INFORMATION

Discover

MasterCard

Visa

American Express

Credit Card Number

Expires Mo. Day Year

Security Code

Cardholder’s Name (Print)

Cardholder’s Signature

INSTITUTION INFORMATION

Results of the examination should be sent to (complete address essential):

Address

City State Country Postal Code

Name Title

E-mail Phone

If this is an off-site exam, please give the name and institutional address of the person who has agreed to administer the exam:

Name Title

E-mail Phone

Address

City State Country Postal Code

†† If more than one institution is to receive a report, please use a separate sheet and include a $15 payment for each additional institution listed.

Note: Test results are valid for five years from the test date. Official letters will not be mailed to institutions for tests that are more than five years old.

REGISTRATION FORM

scps.nyu.edu/marketing

Smart Phone users can scan this QR code to link to the NYU-SCPS website.
TEST YOUR LANGUAGE PROFICIENCY

The NYU School of Continuing and Professional Studies (NYU-SCPS) offers proficiency testing in more than 100 languages. Test results, which are transcripts of NYU-SCPS, may be used by universities to grant academic credit or award advanced placement. They also may be used for professional purposes, such as teacher certification or to establish linguistic competence for business objectives. Tests are given, by appointment, on the NYU campus or at off-site locations in the United States and abroad. New York City residents must take the test at NYU. Exceptions are considered on a case-by-case basis.

THE EXAMS

There are three different examinations to evaluate your knowledge of a language and to assign points equivalent to undergraduate credit at U.S. colleges. Dictionaries and other reference materials may not be used. These tests do not require your knowledge of technical terms or specialized vocabulary.

THE 12-POINT EXAM.

The NYU Foreign Language Proficiency Exam tests three skills—listening, reading, and writing— that are necessary for everyday communication. Students are asked to answer questions after listening to a passage to demonstrate comprehension, to translate into English and into the test language, and to write a short essay in response to a selection of general topics. (The format of some language tests may be somewhat different, requiring short answers, multiple-choice selections, etc.) Students are given two hours (120 minutes) to complete the entire 12-point exam.

THE 16-POINT EXAM.

The 16-point exam is the same as the 12-point exam, but with the addition of a 350-word essay on a more complex subject. Students are required to write about abstract ideas, support an argument, hypothesize, and write in longer paragraphs. Students are given three hours (180 minutes) to complete the entire 16-point exam.

THE 4-POINT EXAM.

For students who elected to take the 12-point exam, and later wish to be tested on the extended 350-word essay portion of the 16-point exam, we offer an additional 4-point exam. This exam is offered only to students who received a perfect score on the 12-point exam. Students are given one hour (60 minutes) to complete the 4-point exam.

The actual amount of credit granted is at the discretion of the institution receiving the results. Students are strongly urged to discuss accreditation with the institution’s advisor prior to taking the exam.

* Speakers of Bosnian, Serbian, and Croatian can take the test in only one of the institution’s advisor prior to taking the exam.

† Students taking the Yiddish exam are expected to write according to the Stand- and Yiddish Orthography, as established by the YIVO Institute of Jewish Research.

HOW TO MAKE AN APPOINTMENT FOR AN ON-CAMPUS EXAM

1. Call (212) 998-7050.
2. Be prepared to provide the following information:
   - Name
   - Social Security number (NYU Student ID number or passport number)
   - Daytime telephone number
   - Language and number of points of the exam you wish to take (4, 12, or 16 points)

3. On the day of the exam, be sure you have with you:
   - Your completed registration form. (See Exam Fees below.)
   - The name and address of the person or department where you want the results mailed
   - A photo ID, such as a driver’s license, student ID, or passport
   - Your Social Security number or passport number
   - A money order payable to New York University or credit card information. (See Exam Fees below.) We do not accept cash or personal checks and will not administer the exam without proper payment.

EXAM FEES

Effective September 1, 2011:

<table>
<thead>
<tr>
<th>Exam</th>
<th>Fee</th>
</tr>
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<tbody>
<tr>
<td>12-Point Exam</td>
<td>$300</td>
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<td>4-Point Exam</td>
<td>$120</td>
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(Students must have previously scored 12 points on the 12-point exam to be eligible for the 4-point exam.)

There is an additional registration fee of $20. This registration fee is payable only once each semester. Your exam and registration fees are due on the day of the exam. Your completed registration form, (Please print clearly.) We do not accept cash or personal checks and will not administer the exam without proper payment.

TEST SITES

Proficiency exams are given throughout the year by appointment on Tuesdays and Saturdays at the following address:

NYU Midtown Center
11 West 42nd Street, Room 1039
New York, NY 10036

Do not send payment to this address.

Please call at least 48 hours prior to the exam if you must cancel or reschedule. If you fail to arrive at the test site on time, your place may be given to another applicant.

Note: All information in this brochure is subject to change without notice. Visit our website at scps.nyu.edu/proficiency or check the current NYU-SCPS Bulletin for confirmation of languages offered, exam fees, and general information.

How to request an on-site exam

Tests may also be taken at other locations in the United States and overseas. Students wishing to take the test off-site must arrange to have the examination administered by a proctor who is a college faculty member, administrator, or a representative or company official (for example, a member of the human resources staff).

A letter from the proctor on letterhead stating that he/she agrees to administer the exam, along with the application and fees, should be mailed to:

New York University
School of Continuing and Professional Studies
Foreign Languages, Translation, and Interpreting
7 East 12th Street, 7th Floor
New York, NY 10003

To take the exam off-site, there is an additional postage and handling fee—U.S. locations: $20; Foreign locations: $50.

Please make sure that your application includes:
- The proctor’s letter
- Your completed registration form. (See Exam Fees above.)
- The exam and registration fees. (This amount can be charged to a credit card.)
- A separate money order or certified check for the shipping and handling fee payable to New York University. (This fee cannot be charged to a credit card.)

Please note: Off-site exams must be returned to NYU within eight weeks of receipt of the exam.

RESULTS

An official letter stating the results of the examination will be mailed to the designated institution up to eight weeks after the test is taken. Students receive an unofficial copy of the letter. Allow two extra weeks during winter break.

The official letter is sufficient for most institutions. Should an official transcript be required, it can be obtained from the NYU Transcript Office by calling (212) 998-4280.

Note: Exam results are valid for five years from the test date. Official letters will not be mailed to institutions for tests that are more than five years old.

For more information about the foreign language and translation programs at NYU-SCPS, call (212) 998-7200 or visit scps.nyu.edu/transl.
HOW TO MAKE AN APPOINTMENT FOR AN ON-CAMPUS EXAM
1. Call (212) 998-7030.
2. Be prepared to provide the following information:
   • Name
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Effective September 1, 2011:
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4-Point Exam $120 (Students must have previously scored 12 points on the 12-point exam to be eligible for the 4-point exam.)

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School of Continuing and Professional Studies
7 East 12th Street, 7th Floor
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THE 12-POINT EXAM: The NYU Foreign Language Proficiency Exam tests three skills—listening, reading, and writing—that are necessary for everyday communicative tasks. Students are required to answer questions after listening to a passage to demonstrate comprehension, to translate into English and into the test language,* and to write† a short essay in response to a selection of general topics. (The format of some language tests may be somewhat different, requiring short answers, multiple-choice selections, etc.) Students are given two hours (120 minutes) to complete the entire 12-point exam.

THE 16-POINT EXAM: The 16-point exam is the same as the 12-point exam, but with the addition of a 350-word essay on a more complex subject. Students are required to write a short essay, support an argument, hypothesize, and explain in response to a selection of general topics. (The format of some language tests may be somewhat different, requiring short answers, multiple-choice selections, etc.) Students are given two hours (180 minutes) to complete the entire 16-point exam.

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EASTERN ASIAN OFFERED IN THE FOLLOWING LANGUAGES:

- Afghani
- Albanian
- Arabic
- Armenian
- Azerbaijani
- Bosnian
- Bulgarian
- Catalan
- Chinese–Mandarin
- Chinese–Simplified Characters
- Croatian
- Czech
- Danish
- Dutch
- Finnish
- French
- German
- Greek (Modern)
- Gujarati
- Hebrew
- Hungarian
- Icelandic
- Indonesian
- Irish (Gaelic)
- Italian
- Japanese
- Korean
- Lithuanian
- Luxembourgish
- Malay
- Norwegian
- Persian
- Polish
- Portuguese
- Russian
- Serbian
- Spanish
- Swahili
- Swedish
- Tagalog
- Thai
- Turkish
- Ukrainian
- Urdu
- Vietnamese
- Yiddish
- Yokut
REGISTRATION FORM

PERSONAL INFORMATION
Name ________________________________
Date of Birth __________________________
Social Security, NYU Student ID Number, or Passport Number __________________________
Address ______________________________
City __________________ State ____________ Country __________ Postal Code __________
Home Phone __________________ Work Phone __________________
Language to be tested __________________
TO BE FILLED IN BY NYU
Course Number __________________________ Semester __________________

PAYMENT INFORMATION
☐ Discover ☐ MasterCard ☐ Visa ☐ American Express
Credit Card Number __________________________ Expires __________/_______
I hereby authorize the use of my credit card __________________________
Cardholder’s Name (Print) __________________________ Cardholder’s Signature __________

INSTITUTION INFORMATION
Results of the examination should be sent to (complete address essential):††
Name __________________________ Title __________________________
E-mail __________________________ Phone __________________________
Address __________________________ State __________ Country __________ Postal Code __________
If this is an off-site exam, please give the name and institutional address of the person who has agreed to administer the exam:
Name __________________________ Title __________________________
E-mail __________________________ Phone __________________________
Address __________________________ State __________ Country __________ Postal Code __________

†† If more than one institution is to receive a report, please use a separate sheet and include a $15 payment for each additional institution listed.

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**TO BE FILLED IN BY NYU**

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<td>Cardholder’s Signature</td>
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I hereby authorize the use of my credit card:

- Discover
- MasterCard
- Visa
- American Express

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