

English Proficiency Form

AA/PPS 04.01.11

Applicant Name: _____

Applicant's Rank: _____

Department: Mathematics

Employment Start Date: _____

Classes to be Taught: (Course Number and Title) _____

Must be completed by **ALL** faculty members (instructors of record only)

- English is my primary language as evidenced by:
- the completion of a minimum of three years of secondary education or equivalent (high school or college preparatory school) in an institution where English is the primary medium of instruction.
 - the completion of baccalaureate degree requirements at a regionally accredited U.S. institution or an institution where English is the primary medium of instruction. **A masters or doctorate degree does not meet this requirement.**
 - Significant professional teaching experience at a regionally accredited U.S. institution, or an institution where English is the primary medium of instruction.

I understand that my English proficiency must be established and if reasonable doubt as to my proficiency remains, I will comply with official university procedures. The dean will have final discretion as to my English proficiency.

- English is not my primary language
- I have already taken one of the approved tests of English proficiency as indicated in AA/PPS 04.01.11, [Approved Tests of English Proficiency](#) and my passing score report is attached.
 - I plan to take an approved test of English proficiency as indicated in AA/PPS 04.01.11, [Approved Tests of English Proficiency](#), at the next available date which is _____.

*I understand that all hiring packages submitted for instructional personnel whose primary language is not English should include a passing score report for one of the approved tests of English proficiency as indicated in AA/PPS 04.01.11, [Approved Tests of English Proficiency Form](#). * If I have not yet taken an approved test of English proficiency, my signature below indicates my intent to take one at the next available test date. ***

Faculty Signature Date

Chair/Director Signature Date

Dean Signature Date