

Foreign Language Requirement

Foreign language proficiency can be demonstrated in several ways, as outlined below.

1) Students may complete a program of coursework deemed appropriate by the Guidance Committee. This can take the form of classes taken at MSU, intensive study at another institution, or some other tutorial arrangement. The History Department considers *minimum competency* in a foreign language to be the equivalent of completing two years of undergraduate coursework, i.e. have advanced through the 202 class in a given language.

2) For French, German, and Spanish, students may take a computerized test at fplacement.cal.msu.edu/. For more about the rules and regulations on the computerized tests please go to <http://fplacement.cal.msu.edu/about.php>. Results of testing should be reported to the Graduate Secretary and the student's advisor. As noted above, the History Department considers *minimum competency* to be placing into 300-level courses. In French and Spanish, this means scoring a 37 or above, and in German it means scoring a 35 or above.

3) Students may arrange an examination with a speaker with native competency. This can take the form of a conversation or a written translation. This can be done by a member of the student's guidance committee, another member of the History Department, or a member of another unit, as listed below.

- Students who want to become certified in Arabic, Chinese, German, Hebrew, Hindi/Urdu, Japanese, Korean, and Russian should contact the Department of Linguistics & Germanic, Slavic, Asian and African Languages. There you will be able to be set up with a faculty member who can certify that you are proficient in a particular language. Please have proof of proficiency sent to the Graduate Director, your advisor, and the Graduate Secretary.
- Students who want to become certified in Italian should contact the Italian language coordinator, Joseph Francese, at francese@msu.edu.
- Students who want to become certified in Portuguese should contact the Portuguese language coordinator, Saulo Gouveia, at gouveias@msu.edu.
- For certification in a language not taught at MSU students need to contact Danielle Steider, the Coordinator of the Coordinator of Less Commonly Taught Languages Program, at steider@msu.edu. She will set up a placement test or certification test with someone who is an expert in the language. Please CC the Graduate Secretary and your advisor on your emails.

Students must be enrolled in at least one credit during the semester that a language proficiency is certified.

Foreign Language Proficiency

Each student needs two copies of this form in her/his file to either indicate foreign language proficiency or a waiver of the requirement(s). The top parts of each of these two forms should be filled out during the first Guidance Committee meeting and given to the Graduate Secretary to be kept on file. Once a student has demonstrated foreign language proficiency, she/he needs to retrieve the form(s) from her/his file and get the necessary signatures. Students must be enrolled for at least one credit during the semester that a language proficiency is certified.

Student's Name _____

Language _____

Method in which language proficiency will be achieved, i.e. coursework, intensive workshop, etc.

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Will an examination be administered? _____

If so, by who? _____

Printed Names	Signatures	Date
_____ Language Examiner	_____	_____
_____ Advisor	_____	_____
_____ Graduate Director	_____	_____

I attest that I waive one of the foreign language requirements in the Ph.D. program.

Advisor (signature)

Printed Name

Date

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