

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 Chinese, French, German, and Spanish, students may take a computerized test at <https://celta.msu.edu/placement-tests/>. 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, Carmen De Lorenzo, at deloren5@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 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 Form

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).

If one or both language requirements are waived, the bottom of this form must be signed and returned to the main office.

Part 1: To be filled out during the first two semesters in consultation with advisor and committee

Student's Name _____

Language _____

Method in which language proficiency will be achieved, i.e. coursework (up to what level), intensive workshop (turn in proof of transcript or a test administered), online exam (what score), etc.

For those taking intensive workshops, courses at other universities, or courses at MSU

Will an examination be administered at MSU? _____

If so, by who? _____

Part 2: To be filled out once student achieves proficiency in language

Once a student has demonstrated foreign language proficiency, they need to retrieve the form from their file and get the necessary signatures.

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

Optional Part 3: Only sign here if you are WAIVING the language requirement

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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