International Exchange
Request for Proof of Proficiency based on Previous Academic Experience

Family Name: __________________________ First Name: __________________________
Student Number: ______________________ Language to be evaluated: ____________
Email: ________________________________ Phone Number: _______________________

☐ I am registered in French Immersion Studies

Please indicate which of the following criteria apply to you. If none of these criteria apply to you, you will need to complete the Proficiency Test.

☐ I have completed the Second Language Certification Test ESL3100 or FLS3500.
    Session the course was completed ___________________________.

☐ I have completed a content course with a grade of B or better that was taught in my second language.
    Course completed ___________________________.
    Session the course was completed ___________________________.

☐ I have completed an advanced level French as a Second Language or English as a Second Language Course with a grade of B or better.
    Course completed ___________________________.
    Session the course was completed ___________________________.

Please return this form and the money order payment of $20.00 (cash is not accepted) to Language Testing Services at the Official Languages and Bilingualism Institute, 70 Laurier Avenue East, room 130, Ottawa, ON K1N 6N5. The normal turnaround time for these requests is 3 to 5 business days of receipt of payment. Students who wish to receive the letter within 1 to 2 business days may pay a rush fee of $10.00.

Note: If you are registered in French Immersion Studies, the fee for this service is prepaid. However, students are responsible for the rush fee if they select that option

If you have any additional questions, please contact Language Testing Services at 613-562-5800 extension 3461 or L2test@uOttawa.ca.