***English Proficiency Policy***

**Policy Owner:** Chief Academic Officer

**Policy Statement:**

For international students to be admitted to study at Northwood University, they must demonstrate sufficient English. This may be done in one of two ways.

1. The proficiency exam requirement is waived for students meeting one of the following requirements.
	1. Students who are citizens of a country where English is the, or one of, the official languages (e.g., Canada, United Kingdom, Ireland) as designated in the CIA World Factbook at: https://www.cia.gov/library/publications/the-world-factbook/fields/2098.html.
	2. Graduate school applicants who completed their undergraduate coursework entirely in English.
	3. Proof of successful completion (e.g. high school or baccalaureate degree) at a foreign institution where the language of instruction was completed entirely in English.
		1. English as a Foreign Language (EFL) or English as a Second Language (ESL) coursework does not qualify.
2. Achieving the required test score on at least one approved language proficiency exams/tests. The scores must from within the past 24 months at time of application to the University. The approved exams/tests and minimum required scores are as follows.

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| **Exam** | **Minimum Score** |
| **Undergraduate Programs** | **Graduate Programs** |
| TOEFL | 500 (Paper) 173 (Computer-based) 61 (Internet-based) | 550 (Paper) 213 (Computer-based) 80 (Internet-based) |
| IELTS | 6.0 overall band score | 6.5 overall band score  |
| EIKEN | Grade 2A | Grade Pre-1 |
| IB | 5 on English A1 or A2 exam | Not accepted for Graduate Admission |
| Cambridge English Tests | FCE or CAE (minimum score of B2) | CAE or CPE (minimum score of C1)  |
| Oxford Online Placement Test (OOPT) | 61 (minimum score) | 80 (minimum score) |
| ELS | Level 112 | Level 112 |
| ACT / SAT | ACT – 18 for both composite and reading sub-score SAT – 450 Critical Reading | Not accepted for Graduate Admission |
| PTE Academic  | 61 (minimum score) | 80 (minimum score) |

Applicants who cannot demonstrate sufficient English proficiency may be admitted **conditionally (at the discretion of the University),** in which case students will be enrolled in Northwood University’s Intensive English Program.

**Why the Policy Exists:**

English is the language used to teach classes at Northwood University and therefore students need to be proficient in English to be successful. The policy exists to support the success of students whose first language is not English by providing them with clear English proficiency expectations.

**Applicability:**

The policy applies to International Students, including guest students, applying to study at Northwood University’s US locations.

**Definition of Key Terms:**

International Students: Students that are not US citizens.

Guest Students: Guest students are defined as non-degree seeking students.

Intensive English Program: The Intensive English Program is defined as a full-time or part-time program designed for non-English speaking students. The IEP prepares students for success in academic programs by teaching English skills and American classroom culture.

English Proficiency Tests used for admission to U.S. universities and colleges.

TOEFL: Test of English as a Foreign Language

IELTS: International English Language Testing System

STEP EIKEN: Test in Practical English Proficiency (Japan)

Cambridge English Tests

Oxford Online Placement Test

IB: International Baccalaureate exams (undergraduate admission only)

ELS: the ESL Language School Exam

ACT and SAT exams: US nationally used college (undergraduate) admissions examination

PTE Academic: Pearson Test of English Academic

**Revision Log:**

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| Date | Changes: | Approved By: |
| 09 April 2014 | Policy created using standardized format incorporating existing requirements included those stated in the Academic Catalog. | Director of Institutional Effectiveness; Dean of International Programs |
| 27 May 2014 | Wording modified to improve clarity. | Chief Academic Officer |
| 27 May 2014 | President/CEO Approval |  |
| 01 August 2014 | Edited name from STEP EIKEN to EIKEN and edited scores | Rachel Valdiserri |
| 21 November 2014 | Added Cambridge English Tests and Oxford Online Placement Test (OOPT) to Exams, and Minimum Scores for Undergraduate and Graduate Programs | Kristin Stehouwer |
| 24 November 2014 | President/CEO Approval | Keith A. Pretty |
| 26 July 2016 | Wording modified to improve clarity Edit to minimum scores for Graduate Programs on IELTS Test Added PTE Academic to Exams | Director of Intensive English Program; Dean of International Programs |
| 10 August 2016 | President/CEO Approval |  |