

**UNIVERSITY OF PITTSBURGH  
SCHOOL OF NURSING  
ACADEMIC POLICIES AND PROCEDURES FOR THE  
UNDERGRADUATE PROGRAMS**

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**TITLE OF POLICY:**           **VERIFICATION OF ENGLISH LANGUAGE PROFICIENCY FOR STUDENTS CLASSIFIED AS FOREIGN STUDENTS**

**ORIGINAL DATE:**           **MAY 4, 1998**

**LAST REVIEWED/REVISED:**   **FEBRUARY 17, 2020**

**POLICY:**   All students admitted to the School of Nursing not only must possess the required proficiency in English (as per Exhibit B—see URL below) to successfully undertake the course of study, but also are required to verify their English language proficiency. Applicants who do not meet the set required standards may not be offered admission. The assessment that an applicant possesses the minimum English language proficiency required for study are based on one of the following:

- The applicant has provided a minimum composite score of 100 on the Test of English as a Foreign Language (TOEFL), with subscores of 21 or higher;
- The applicant has provided a minimum overall band score of 7.0 on the International English Language Testing System (IELTS), with a speaking band score of 7.0 or higher *and* other band scores of 6.0 or higher.
- The applicant has provided a minimum score of 125 on the Duolingo English Test (DET).

All admitted *undergraduate* international applicants who accept admission, regardless of their TOEFL, IELTS, or Duolingo English Test score, shall take the *English Language Proficiency Test* at the beginning of the term in which they matriculate. The English Language Proficiency Test is a test of general language abilities for incoming international students administered by the Department of Linguistics and the English Language Institute (ELI). *Graduate students* If an admitted international graduate student applicant—who is not a native speaker of English—is offered a Teaching Assistant (TA) or Teaching Fellow (TF) position, then he or she also shall take the *English Language Comprehensibility Test*, which is an interview-based test that includes a teaching role-play.

All international students, undergraduate and graduate, *may* be required by their academic department or school to complete any remedial work in English as recommended by the Department of Linguistics and ELI (e.g., *Linguistics 7, 8, 9, 10, and English Composition 152*), based on the results of the English Language Proficiency Test and/or English Language Comprehensibility Test. The School of Nursing reserves the right, even after arrival, enrollment, and matriculation, to make individual curricular adjustments whenever particular deficiencies or student needs are identified (e.g., communication difficulties in the clinical setting). In such instances, students may be required to take, at their own expense and without receiving credit, courses in English as a second language or course prerequisite to their course of study to ameliorate any deficiencies.

Any exceptions to this policy must be approved by the Provost or Provost’s delegate after review of the entire record and consultation with the Office of International Services. See University of Pittsburgh Policy 09-02-01 for more details: <http://www.cfo.pitt.edu/policies/procedure/09/09-02-01.html>

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**PROCEDURE:**

*For clarification of the six points below, please see the following four URLs: [Procedure 09-02-01, Assessment of English Language Proficiency for Admission](#); <http://www.cfo.pitt.edu/policies/documents/procedure09-02-01ExhibitB.pdf>; <http://www.linguistics.pitt.edu/esl-tesol/english-language-proficiency-test>; <http://www.linguistics.pitt.edu/esl-tesol/english-language-comprehensibility-test>*

1. Undergraduate Program: International applicants to the pre-licensure program apply through the Office of International Services using the International Undergraduate Application.
2. Accelerated Second-Degree BSN Program, RN Options Program, and Graduate Programs: The School of Nursing will provide information about the English language proficiency requirements in the application materials.
3. No admission decisions will be made until the required test results are submitted and/or the applicant is exempted from that requirement. The Assessment of English Language Proficiency for Admission form can be found at this URL: <http://www.cfo.pitt.edu/policies/documents/procedure09-02-01ExhibitB.pdf>
4. After an international applicant meets admission criteria and accepts an admission offer, the Office of International Studies, upon receipt of an Assessment of English Language Proficiency with the signature of the admissions officer, will certify to the U.S. Bureau of Citizenship and Immigration Services, as part of the certification process for the Eligibility for Nonimmigrant Student Visa (Form I-20) or Exchange-Visitor Visa (Form DS-2019), that the international applicant possesses the required level of English language proficiency for study. A representative of the School of Nursing, Student Affairs and Alumni Relations will send the required admission information to the Office of International Studies.
5. Upon arrival to campus at the beginning of the term in which they matriculate, (a) all undergraduate international students, regardless of TOEFL and/or IELTS score *and* (b) any graduate international students whose TOEFL scores are below 100 and/or IELTS band scores are below 7.0 will be directed to self-register for the English Language Proficiency Test administered by the Department of Linguistics and ELI. For details of the test and its registration process, see this URL: <http://www.linguistics.pitt.edu/esl-tesol/english-language-proficiency-test>

Scores for the English Language Proficiency Test and their associated course recommendations for language remediation are posted in PeopleSoft for the reference of academic departments and advisors. The recommendations appear in PeopleSoft as REC1, REC2, and REC3, and the scores indicate which language support class(es) are recommended for the student. If no classes are recommended for the student, the REC fields will be blank. The possible courses recommended by the Department of Linguistics and their matching PeopleSoft codes are presented in the second table at this URL: <http://www.linguistics.pitt.edu/esl-tesol/english-language-proficiency-test>

If a graduate international student is offered a TA and/or TF position, then he or she shall take the English Language Comprehensibility Test. Only a faculty or staff member from the host department may schedule an appointment for this test; moreover, a faculty member from the host department must accompany the student during the test. For a complete description of the test and instructions for scheduling an appointment for the test, see this URL: <http://www.linguistics.pitt.edu/esl-tesol/english-language-comprehensibility-test>

6. Each international student should meet with his or her academic advisor to discuss the results of the English Language Proficiency Test and the associated recommendations of ELI, which comprise four general types: (a) no additional study of English is required; (b) support workshops and services that do not grant academic credit are required; (c) academic courses offered by the Linguistics Department that target specific skills in English (e.g., *Linguistics 8: Advanced ESL Writing*) are required as part of the student's registration; (d) the student will not be permitted to take any academic courses until an intensive program in requisite English language skills is completed successfully. In the event that the results of the English Language Proficiency Test require an international student to complete academic courses, those courses will be required in addition to, or instead of, courses in the student's curriculum of study at the School of Nursing. International students who require no additional study of English still may choose to incorporate any English language support workshops or courses offered by the Department of Linguistics or ELI into their course schedules, if they so desire.

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