



# ENGLISH PROFICIENCY REPORT

The State University of New York

## DIRECTIONS TO THE STUDENT

1. Complete Part I and address an envelope to the Admissions Office at the SUNY campus you have named in No. 5. It is recommended that you provide the necessary postage for delivery to the United States.
2. Take the form and the postage paid envelope to a qualified person (See Part II below for information on qualified persons), and request that he or she complete Part II and mail the form in the envelope you provide.

PART I. (Type directly into the form or print and write clearly in ink)				
1. FAMILY NAME		GIVEN NAME(S)		
2. ADDRESS IN HOME COUNTRY	NO. AND STREET	TOWN OR CITY	PROVINCE OR STATE	COUNTRY
3. EMAIL			4. TELEPHONE NUMBER	
5. NAME AND LOCATION OF CAMPUS TO WHICH YOU ARE APPLYING			6. DATE YOU EXPECT TO COMMENCE STUDIES MONTH:                      YEAR:	
7. HISTORY OF STUDENT'S FORMAL STUDY OF ENGLISH				
	Number of Years	Number of Months per Year	Number of Hours per Week	Native Language of Instructor(s)
SECONDARY SCHOOL				
UNIVERSITY				
OTHER				
8. ON WHAT DATE WILL YOU TAKE THE TOEFL OR IELTS? THE STUDENT SHOULD ARRANGE TO HAVE THE SCORES SENT TO THE CAMPUS TO WHICH HE/SHE IS APPLYING.				
MONTH:	YEAR:	LOCATION:		

PART II. (To be completed by a professor or instructor of English at a school or university or director of an English language program)				
1. HOW DO YOU KNOW THE STUDENT?				
2. HOW LONG HAVE YOU KNOWN THE STUDENT?				
3. PLEASE 'X' THE APPROPRIATE BOXES TO INDICATE YOUR OPINION OF THE STUDENT'S PRESENT ABILITY IN ENGLISH FROM THE STANDPOINT OF THE LANGUAGE PROFICIENCY USUALLY NEEDED FOR EFFECTIVE PURSUIT OF STUDIES AT A COLLEGE OR UNIVERSITY IN THE UNITED STATES.				
Speaks English:	<input type="checkbox"/> Fluently	<input type="checkbox"/> With ease, but with some hesitation	<input type="checkbox"/> At an elementary level	<input type="checkbox"/> No ability
Understands spoken English:	<input type="checkbox"/> Excellent comprehension	<input type="checkbox"/> Good comprehension	<input type="checkbox"/> Simple vocabulary only	<input type="checkbox"/> Not at all
Understands written English used in:	<input type="checkbox"/> Advanced level materials	<input type="checkbox"/> Intermediate level materials	<input type="checkbox"/> Elementary level materials	<input type="checkbox"/> No ability
Expresses thoughts in written English:	<input type="checkbox"/> With fluency	<input type="checkbox"/> With ease, but with some grammatical errors	<input type="checkbox"/> On an elementary level only	<input type="checkbox"/> No ability
4. PLEASE RECOMMEND AN APPROPRIATE BEGINNING COURSE LOAD AT AN AMERICAN INSTITUTION OF HIGHER EDUCATION FOR THIS STUDENT:				
<input type="checkbox"/> Needs no additional language training; could carry a full academic program <input type="checkbox"/> Needs no special coursework, but could require occasional assistance <input type="checkbox"/> Needs a short-term intensive English program prior to starting academic coursework <input type="checkbox"/> Needs one semester or more in an intensive English language program <input type="checkbox"/> Is unqualified for academic work				
(PLEASE PRINT) NAME OF PERSON PREPARING REPORT		OFFICIAL POSITION		
		INSTITUTIONAL AFFILIATION		
SIGNATURE OF PERSON PREPARING REPORT		DATE		

The person completing this form should mail it directly to the State University of New York campus to which the student is applying, in a properly addressed envelope that the student has been instructed to supply. Please feel free to include any other remarks on a separate page.