

AUGUSTA STATE UNIVERSITY

Placement Exam Guidelines: French, German, and Spanish

The Placement Exam may be taken only by students who have no college foreign language credit on their college transcripts.

The student may take the placement exam only once.

The exam lasts an hour. Students may not leave in the middle of an exam and return later to finish it.

When the student has completed the exam and the Department of English and Foreign Languages has graded it, the student will be assigned to the appropriate course. A “**Special Permission**” to enter this assigned course, by-passing the normal prerequisites, **must be obtained in the Department at this time.**

There is no fee to take the placement exam, but upon completion of the assigned course with a grade of “C” or better, the Student **must**:

- (1) return to the Department to request a Placement Exam Credit Form;
- (2) take the form to the Business Office in Fanning Hall for payment of fee (\$5.00 per credit hour); and
- (3) after paying credit hour fees, take form/receipt to the Registrar’s Office (Payne Hall) and a copy to the Department of English and Foreign Languages (Allgood Hall E227).

Credit information for 1001:

Students who entered ASU for the first time in the fall of 1998 or later, or those returning students who have not been enrolled for two consecutive years prior to 1998, will not be able to count Foreign Language 1001 towards graduation if it is the same language they took in high school. (First time freshmen who graduated from high school five or more years ago may count Foreign Language 1001.) However, it does count for computing eligibility for financial aid and calculating full-time student status. Students taking the language for the first time will receive credit. For CPC students, please consult the catalog.

I have read the guidelines and understand that it is my responsibility to complete the paperwork.

Student’s Signature

Date

AUGUSTA STATE UNIVERSITY
FOREIGN LANGUAGE PLACEMENT EXAM APPLICATION

Please complete the applicable blanks below:

Student Name:	Date:
Student ID Number:	Phone:
Student's Email Address:	High School Graduation Date:

High School (Name and Location) _____

Number of years foreign language was studied in high school _____

I am taking the Placement Exam for _____ Spanish _____ French _____ German

I have passed two years of the following foreign language in High School:

_____ Spanish _____ French _____ German _____ Other

If Other, state language: _____

Year you entered Augusta State University (ASU) _____

Have you been out of ASU for (2) consecutive years? _____ Yes _____ No

Travel Abroad _____ Yes _____ No Where? _____

Length of stay _____

Other languages spoken besides English _____

My native language is: _____

I verify that the above information is accurate to the best of my knowledge.

Signature of Student

Date

Information below to be completed by the rater

The aforementioned student, after successfully completing _____,

(Course Student Placed Into)

will earn credit for the following course/s:

The student will / will not receive credit for foreign language "1001."

The student is / is not CPC deficient. *

*If student does not have 2-yrs. of FL in high school and graduated before 1988, the student is not CPC deficient.

 Printed Name of Rater

 Signature of Rater

AUGUSTA STATE UNIVERSITY

PLACEMENT EXAM CREDIT FORM

DATE:
STUDENT NAME:
STUDENT IDENTIFICATION NUMBER: 927

The aforementioned student, having placed into _____ by examination, has now successfully completed that course. His/her passing grade validates the placement examination and thereby earns credit for the following lower level course(s): _____

*To be completed once student has been given a grade of "C" or better for this course.

Department: English and Foreign Languages
Signature of Department Chair:

The student named above has paid departmental examination fees in the amount of \$5.00 per credit hour.

Amount paid \$_____

Signed: _____ (Business Office Personnel)

Date: _____

RETURN THIS FORM TO STUDENT RECORDS IN PAYNE HALL