ACADEMIC ALERT #2011-04

DATE: **February 2011**

DECISION: **National Louis University (NLU)**

Revised University Policy for English Language Proficiency Assessment
The Department of Language Studies Assessment is eliminated as an alternative to the TOEFL

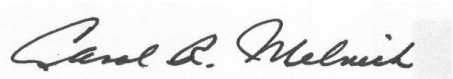
RATIONALE:
The current policy is outdated, the Department of Language Studies no longer exists and its assessment no longer meets the needs of NLU. The International English Language Testing System (IELTS) and Certificate of Proficiency in English (CPE) are examinations much more likely to be encountered on the records of students who have studied in Europe and are commonly accepted by many U.S. institutions in place of the Test of English as a Foreign Language (TOEFL). The TOEFL will continue to be accepted at NLU.

APPROVAL(S): Senate Academic Standards Committee (SASC): February 2, 2011
Faculty Senate: February 16, 2011
Christine Quinn, Provost: February 18, 2011

IMPLEMENTATION DATE: Effective February 18, 2011

CONTACT(S): Ken Kasprzak, Director of Admissions; kkasprzak@nl.edu; 847-947-5575

SIGNATURE:



Carol R. Melnick, Ph.D.
Vice Provost

Revised University Policy for English Language Proficiency Assessment

Old Policy
TOEFL (Test of English as a Foreign Language) official scores are required if English is not the applicant's native language and/or high school degree was earned outside the United States. TOEFL scores are only valid for two years. Applicants may substitute the Department of Language Studies Assessment in lieu of TOEFL scores.

Official Test of English as a Foreign Language (TOEFL) (www.toefl.org) Scores: Undergraduate applicants: A minimum score of 500 Paper-based (PBT), 173 Computer-based (CBT) or 61 TOEFL Internet-based test (iBT). Graduate applicants: A minimum score of 550 Paper-based (PBT), 213 Computer-based (CBT) or 79 TOEFL Internet-based test (iBT). TOEFL scores are only valid for two years.

Testing of non-native speakers of English is administered by the Department of Language Studies.

Revised Policy
Proof of English language proficiency is required if English is not the applicant's native language and/or high school degree was earned outside the United States. This requirement may be waived if the applicant has proof of completion of a high school degree for undergraduate admission, or a bachelor's degree for graduate admission, at an institution where English is the primary language of instruction.

Students must have official results of a TOEFL or other University-approved examination sent to the Office of Admissions, National Louis University, 1000 Capitol Drive, Wheeling IL 60090-7201.

Examination scores may expire. TOEFL scores are only valid for two years. Minimum scores required for admission are:

Examination/Method	Undergraduate Minimum Score	Graduate Minimum Score
TOEFL, Paper-based (PBT)	500	550
TOEFL, Computer-based (CBT)*	173	213
TOEFL, Internet-based (iBT)	61	79
IELTS	6.0, with no band below 6.0	6.5, with no band below 6.0
Cambridge Certificate of Proficiency in English (CPE)	Grade of A or B	Grade of A or B
High school diploma from school where English was language of primary instruction	Yes	n/a
College degree from institution where English was primary language of instruction	Yes	Yes
Approved ESL program	Yes	n/a

Applicants may contact the University for further information: admissions@nl.edu

Implementation
Staff in the Registrar's Office, Admissions, Enrollment Management, Marketing, as well as professional advisors and faculty need to be knowledgeable about the changes. Enrollment representatives will be instrumental in communicating this policy change to potential students.

This change in policy must replace the old policy which is published in multiple places in the catalog and on the web. Ken Kasprzak, Director of Admissions is responsible for working with the Assistant Registrar for Schedules and Catalogs and ensuring the correct revised policy is substituted for the old policy in relevant catalog pages and with OIT for web pages.

The revised catalog copy will be written by the Assistant Registrar for Schedules and Catalogs and submitted to the Vice Provost for review and approval for the next catalog, 2011-2012.