



POLICY NUMBER 99

APPROVAL DATE 05-05-2005

LAST AMENDMENT 10-14-2011

REVIEW DATE 05-2015

ENGLISH LANGUAGE PROFICIENCY REQUIREMENT

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| AUTHORITY | Senate |
| PRIMARY CONTACT | Provost and Vice-President, Academic |
| RELATED POLICIES | Placement (83) Admissions to Undergraduate Programs (80) Course requisites (84) Change in Admission requirements (87) |

PURPOSE/PHILOSOPHY

The purpose of this policy is to define the English language requirements for students applying for admission to the University.

POLICY

English is the primary language of instruction at UFV. Students in post-secondary degree, diploma, or certificate programs require at least a minimum level of English language proficiency.

Applicants meet the English language proficiency requirement for post-secondary programs if they can demonstrate English language competence through any one of the options described in the English Language Proficiency Standards published in the UFV calendar and listed on the UFV website. There may be additional program entrance requirements depending on the specific expectations of the programs. Admission to post-secondary programs allows students the opportunity to register for courses numbered 100 or higher, subject to meeting specific course prerequisites and program requirements.

Applicants who do not meet the minimum level of language proficiency for admission to post-secondary programs will be given the opportunity to improve their English language proficiency through UFV's university preparatory programs. As students in university preparatory programs demonstrate increased English language proficiency, they will have the opportunity to register for selected courses numbered 100 or higher, subject to meeting specific course prerequisites. Post-secondary courses available to students in university preparatory programs will be published in the UFV calendar and listed on the UFV website.

DEFINITIONS

Post-secondary programs: Programs that are considered university- or college-level.

Post-secondary course: Any course numbered 100 or higher.

University preparatory course: Any course numbered less than 100; that is, courses with an "xx" or

“0xx” number. The Communications, English, English as a Second Language, and Upgrading and University Preparation departments, for example, offer courses through which students can upgrade their English language competencies.

University preparatory program: A program for students who need to upgrade their English and/or academic skills in order to meet post-secondary course prerequisites and/or program requirements.

PROCEDURES/GUIDELINES

**Note: This policy is expressly for UFV entrance requirements.
Continuance and graduation requirements are set by individual programs.**

1. Evidence of English language proficiency may be demonstrated through any of the options listed in the English Language Proficiency Standards published in the UFV Calendar and listed on the UFV website. To be considered valid, evidence must be sent directly from an institution or testing agency to the Office of the Registrar.
 2. Department requests for modification to the English Language Proficiency Standards should be submitted to the Undergraduate Education Committee, or when appropriate the Graduate Studies Committee, and must be accompanied by a rationale and evidence of consultation.
 3. Modifications to the English Language Proficiency Standards will be recommended by the Undergraduate Education Committee to Senate for approval.
 4. Modifications that make it more difficult for students to meet the English language proficiency requirement will follow the same rules for notification as specified in the Change in Admission Requirements policy.
 5. Post-secondary courses available to students in university preparatory programs will be determined by the department offering the course, and submitted to Undergraduate Education Committee for approval. Approved courses will be publicized in the UFV calendar and listed on the UFV website.
 6. Student requests for exceptions to the language policy for admission will be reviewed by a standing committee established by the Undergraduate Education Committee or Graduate Studies Committee.
 7. Student requests for language policy waivers for individual course registration must be approved by the course instructor and the department head.
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Reference: Section 35.2 (5) (d) of the University Act