

**FOREIGN LANGUAGE PROFICIENCY EXAMINATION**  
(Revised February 11, 2015)

**General Information**

- The Foreign Language Proficiency Examination is only for graduate students. Please consult the Graduate Catalog and the advisor in your graduate program for your program's requirements.
- The candidate will be required to produce a written translation of a text or an excerpt of a text (400-500 words) chosen by the examiner.
- Candidates who do not translate a minimum of 400 words will automatically receive a grade of *Fail*.
- The topic will normally be general in nature.
- Printed dictionaries are allowed and are to be furnished by the candidate. No other type of aid or support is allowed.

**Translation Format and Guidelines**

- Write clearly. Words that cannot be read cannot be evaluated.
- Double space the translation. Writing on every other line provides for easier reading.
- Write the translation on white, lined paper (8½ X 11 inches) with a No. 2 pencil or erasable black or dark-blue ink. Writing materials are to be furnished by the candidate.
- Your translation must stay "true" to the text, to the extent that this is possible. A general strategy of literal translation should be used, except when terms, phrases, and structures in the translated text should be different from those in the source text. The candidate must be able to understand the material written in the language of the source text and translate that material into clear English.
- Two to three hours will be allowed for the examination.
- In no case will the examiner be required to review the examination with an unsuccessful candidate for the purpose of analyzing mistakes.

**Recording of Results**

- A record of success or failure (*Pass/Fail*) with the date of the examination will be kept on file in the Department of World Languages, Literatures, and Cultures.
- The Chair of the Department will be responsible for notifying the Graduate School of the results of the examination, then the Graduate School will contact the candidate with the results of the examination.