DATE: January 25, 2011
TO: College of Education & Human Services Students
FROM: Jane Zaharias, Associate Dean
SUBJECT: Foreign/World Language Teacher Licensure Candidate Testing: Praxis II & ACTFL Exams -- EFFECTIVE September 1, 2010

PLEASE READ CAREFULLY AND RETAIN FOR FUTURE REFERENCE

The State Board of Education of Ohio has adopted new content area specialty examinations for multi-age licensure to teach foreign/world languages. These examinations are provided by the American Council on the Teaching of Foreign Languages (ACTFL) and consist of two parts for each language:

1. The Oral Proficiency Interview (OPI) which is a global assessment of functional speaking ability. The qualifying score is Intermediate/High.

2. The Writing Proficiency Test (WPT) which measures how well a person writes in a language by analyzing performance on specific writing tasks. The qualifying score is Intermediate/High.

As of September 1, 2010, all candidates for foreign/world language teacher licensure in Ohio must successfully complete the two ACTFL assessments in their target language and their choice of one of four Praxis II Principles of Learning and Teaching exams. Again, please note that the Praxis II Principles of Learning and Teaching test requirement for foreign language licensure has not changed. For quick reference, a complete list of compulsory exams follows.

<table>
<thead>
<tr>
<th>Area of Licensure (Type and Code)</th>
<th>Praxis II PLT required</th>
<th>Subject assessment/test(s) required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Test name</td>
<td>Test number</td>
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<tr>
<td>Foreign Language Arabic (64-060101)</td>
<td>Principles of Learning and Teaching: EC</td>
<td>0521</td>
</tr>
<tr>
<td>Chinese (64-060102)</td>
<td>or K-6 or</td>
<td>0522</td>
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<tr>
<td>French (64-060230)</td>
<td>5-9 or</td>
<td>0523</td>
</tr>
<tr>
<td>Spanish (64-060265)</td>
<td>7-12</td>
<td>0524</td>
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</table>

A summary of registration instructions for taking the ACTFL proficiency exams is contained on the reverse side of this memo; whereas, those for taking Praxis II tests can be found at: http://www.ets.org/praxis/register/paper/

When registering for Praxis II exams, please be sure to identify CSU (Institution Code #R1221) as a Score Recipient when completing Item #12 on the Praxis II registration form.

If you have any questions regarding testing requirements, kindly contact the Education Student Services Center at 216-687-4625.
ACTFL/LTI TEST REGISTRATION

STEP 1: Complete an OPI and/or WPT Application Form for Prospective Ohio Teachers at http://www.languagetesting.com/acad_oh1.cfm

STEP 2: Establish Test Site and an Approved Proctor; the correct test site and proctor information follows:

I will take the test(s) at: My college or university

Proctor: Sharon M. Smith
Title: Admin Coordinator, Testing
Institution: Cleveland State University
Proctor Tel: 216-687-2272
Proctor FAX: 216-523-7219
Proctor e-Mail: s.m.smith32@csuohio.edu

STEP 3: Pay ACTFL/LTI test fee(s). The current cost of the OPI is $134.00.¹ The current cost of the WPT is $65.00.¹ (Note: ACTFL charges a $55.00 penalty fee for missed test appointments unless cancelled 24 hours in advance of scheduled administration).

STEP 4: Once your application has been processed, you and your proctor will be sent separate e-mails with your test date, time and other instructions. This e-mail will also provide a unique ID and PASSWORD to access your test information and status on the LTI Test Candidate Website (www.languagetesting.com/individual). Please retain this important e-mail and website information for your records as you will need them to obtain your test results and print the Official ACTFL Certificate that you must submit to obtain a student teaching placement and to ultimately apply for your teaching license.

STEP 5: After you receive notification of your test date(s) and time(s), please confirm your appointment(s) and proctoring costs with CSU’s Dept. of Testing Services by calling 216-687-2272.

STEP 6: If you are taking the OPI, purchase a prepaid phone card to pay for a 45-minute domestic, long-distance call in the U.S.

TEST ADMINISTRATION -- ON THE DAY OF YOUR EXAM

Where and When to Report: Report to CSU’s Dept. of Testing Services in Rhodes Tower 1237 at least 20 minutes prior to the scheduled time of your exam.

Things to Bring: You will need two forms of photo identification. If taking the OPI, you will also need a prepaid phone card to pay for a 45-minute domestic, long-distance call in the U.S. All other test materials, including writing implements, will be provided.

Additional Costs: On the day of the exam, you will be assessed a $40.00 proctoring fee for each test taken.¹ In other words, if you are taking the OPI and WPT on the same date, your proctoring fee will total $80.00 for the two exams. Proctoring fees may be paid with cash, credit card (MasterCard, American Express, or Discover cards only), or by check made payable to Cleveland State University.

Because on-line versions of these exams are not available, if taking the WPT in Mandarin or Arabic, you will also be charged a $17.05 UPS Next Day Air Service fee to send your exam materials to ACTFL for scoring.¹ The $17.05 UPS shipping fee must be paid on the day of the exam. This fee may be paid with cash, credit card (MasterCard, American Express, or Discover cards only), or by check made payable to Cleveland State University.

If you have further questions about test scheduling or administration, please contact Testing Services at 216-687-2272. For information regarding the content and scoring of the OPI or WPT, please visit the ACTFL LTI website at http://www.languagetesting.com/academic.cfm

¹ Test, proctoring, and shipping costs are subject to change without prior notification. For current test costs, please contact LTI, the ACTFL Language Testing Office, at 914-963-7110. For proctoring and WPT return mailing costs, please contact CSU’s Dept. of Testing Services at 216-687-2272.