



## Certification of English Language Proficiency

This form is required for all "Begin New Program" and "Transfer In" requests. Please attach appropriate supporting documentation.

**Exchange Visitor's Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

The Department of State requires J-1 Exchange Visitors (EVs) to have "sufficient proficiency in the English language, as determined by an objective measurement of English language proficiency, successfully to participate in his or her program and to function on a day-to-day basis. A sponsor must verify an applicant's English language proficiency through a recognized English language test, by signed documentation from an academic institution or English language school, or through a documented interview conducted by the sponsor either in-person or by videoconferencing, or by telephone if videoconferencing is not a viable option." [22 CFR 62.10(a)(2)] Moreover, in the supplementary information of the preamble preceding the rule, it is stated, "The Department reminds sponsors to retain evidence of how they measured applicants' English language proficiency so that it may be made available to the Department upon request." [79 FR 60301]

| Check one:               | Type of Certification   | Requirements for certification   |
|--------------------------|---|--|
| <input type="checkbox"/> | <b>Basic Exemption</b>  | <b>To qualify, the prospective Exchange Visitor must both:</b> <ul style="list-style-type: none"> <li>Speak English as a first language <i>and</i></li> <li>Be a citizen of a country in which English is the primary spoken language of daily life (e.g., Australia, Barbados, Canada, Ireland, Jamaica, New Zealand, United Kingdom)</li> </ul>  |
| <input type="checkbox"/> | <b>Certification by a language test recognized by the PO Office of Admissions</b>   | <b>A copy of the test score is provided:</b> <ul style="list-style-type: none"> <li>The test must have been taken within the past 2 years</li> <li>TOEFL score of 85 or higher (iBT)</li> <li>IELTS score of 6.5 or higher</li> </ul>  |
| <input type="checkbox"/> | <b>Certification by an academic institution or English language school</b>  | <b>A copy of the letter is attached:</b> <ul style="list-style-type: none"> <li>Verifies the Exchange Visitor possesses English language proficiency high enough to function daily within the PO position and the local U.S. community.</li> <li>Issued on letterhead in English within the past 6 months.</li> <li>Includes signature from school official.</li> </ul>  |
| <input type="checkbox"/> | <b>Evidence of having obtained a degree from a postsecondary institution whose language of instruction is English (including U.S. institutions)</b> | <b>A copy of the transcript certifying graduation is attached:</b> <ul style="list-style-type: none"> <li>For degrees from U.S. institutions, evidence must be in the form of a transcript or diploma showing the degree conferred.</li> <li>For degrees from non-U.S. institutions that are located in countries in which English is the primary spoken language of daily life (e.g., Australia, Barbados, Canada, Ireland, Jamaica, New Zealand, United Kingdom), evidence must be in form of a transcript or diploma showing the degree conferred.</li> <li>For degrees from all other institutions, evidence must be in form of transcript in English showing degree conferred and noting English as the language of instruction.</li> </ul>           |
| <input type="checkbox"/> | <b>Certification by the faculty advisor (signature required)</b>  | <b>Faculty Advisor Name:</b> _____<br><b>Date of Interview:</b> _____ <b>Duration of Interview:</b> _____ mins<br><b>Interview Conducted:</b> <input type="checkbox"/> In person <input type="checkbox"/> By Videoconference <input type="checkbox"/> By Phone<br><b>Interview Notes (required):</b> _____<br>_____<br>_____<br>I declare under penalty of perjury that I have interviewed the prospective Exchange Visitor and I have verified that the scholar's English language proficiency is sufficient to function daily within his/her Pomona position and within the local U.S. community.<br>_____<br><div style="display: flex; justify-content: space-between;"> <span><b>Faculty Advisor Signature</b></span> <span><b>Date</b></span> </div> |