



IAESTE - Language Certificate

This sheet must be completed and sent with the O Form if required.

Tick Language to be tested

English French German Spanish Other Please specify _____

Surname:	First name:
Nationality:	Study Course:
How long have you studied this Language?	Last Class:
Examinations Achieved and Grade: <i>Please provide additional Certificates if available</i>	Dates of Examinations:

To be completed by the Examiner

Knowledge of Required Language

(Please tick one box for each of the four language sections)

1. Comprehension

- Understands conversation and reads without difficulty
- Understands almost everything spoken slowly and clearly
- Understands with difficulty
- Cannot follow conversation and written word

2. Speaking

- Speaks fluently, correctly and is easily understood
- Is understood but is not completely correct and fluent
- Speaks haltingly with many mistakes
- Cannot speak this language

3. Writing

- Writes accurately with ease
- Writes slowly with occasional errors
- Writes with difficulty and makes many errors
- Has no written ability in this Language

4. Reading

- Reads quickly with understanding
- Reads slowly, understanding only some of the text
- Has difficulty understanding and must look up many words
- Cannot understand simple texts

Overall Conclusion

- Excellent Good Fair Poor

Additional Comments:

Examiner:	Position:
Place and Date:	Signature:

Guidelines for the use of the IAESTE Language Certificate

Purpose:

The IAESTE Language Certificate is intended to give proof of a student's language abilities. It is not intended to replace official language certificates from courses the student may have completed.

It is important for employers to be able to independently verify this before they accept the trainee. If the student does not have the necessary level of language required for a certain placement, this can lead to the trainee being sent home and the employer refusing to deal with IAESTE in future. To avoid this situation, the language certificate may be requested by the receiving country as part of the nomination package.

Timing and usage in the IAESTE process:

The IAESTE Language Certificate will be requested as part of a student's nomination package, where the country feels they need further clarification of the student's language abilities, for example when a language other than English is requested by an employer or it is important to the employer to have proof of the student's language level.

It may also be requested at a later date; if the employer needs further proof of a student's language abilities before acceptance, for example.

Filling in the form:

The IAESTE Language Certificate should only be filled in by one of the following people:

- A qualified language teacher at the university
- A qualified language teacher at an independent teaching facility
- An academic or employer who has worked with the student in an environment where only the specified language was used to communicate (both verbally and written). An explanation of the circumstances should be added in "Additional Comments".

Possible alternatives:

The IAESTE Language Certificate is not intended to replace official language certificates from courses the student has attended, therefore, there are alternatives which may be acceptable for employers, for example:

- An internationally recognised language certificate for example, IELTS or FCE
- A reference from an academic or an employer that states that the student has successfully worked in an environment where only the specified language was used for communication (both verbal and written)
- A telephone interview. NB. If a telephone interview is to be used as an alternative this must be pre-arranged with the sending country and the student, so that, a) the student is given time to prepare and b) there is no confusion about the time or phone number to be used.