

**Petition for Exemption
from the language requirement in a language not taught at Brandeis**

**Office of the University Registrar
Kutz 121, MS 068 (781-736-2010)**

If you are proficient in a language not currently taught at Brandeis University (including American Sign Language) and would like to see if you can be exempted from the language requirement on the basis of that proficiency, please complete the form below, attaching a letter to the Foreign Language Oversight Committee explaining the reasons for your petition. Please **print** both petition form and letter, and submit them to Ms. Irene Widugiris, Academic Records Specialist, Kutz 121/Mailstop 068. (If you're not sure whether or not the language in question is taught here, please check the Brandeis University Bulletin.)

The Foreign Language Oversight Committee will review your petition and will let Ms. Widugiris know their decisions within a week after we received the petition. Should the Committee determine that you will need to be examined in the language in question, the Committee will help you to contact a competent examiner to take the test. ***Only students who can show language competence at the intermediate mid level (according to the ACTFL guidelines) and academic knowledge of required grammar at this level will be exempt.***

Please attach a "typed" letter with records and/or documents in support of your petition (e.g., transcripts, course descriptions). In your letter please (1) explain the reasons for your petition; and (2) describe your education in the language, formal or informal, and the level of your reading, writing, and speaking skills in the language; and be sure to complete the information and to answer the questionnaire **in the attached petition form.**

**Petition for
Exemption from the Foreign Language Requirement
in a Language not Taught at Brandeis**

**Office of the University Registrar
Kutz 121, MS 068 (781-736-2010)**

Name: _____

Student I.D. _____ Date of Entry to Brandeis: _____

Email address: _____ Mail Box: _____

Which language you'd like to be evaluated in _____

Questionnaire on language skills

1. What language do you speak at home (for example, with your family, parents, or siblings, if any)? _____

2. How much of your education was conducted in the language you wish to be the basis for exemption? Check as many boxes as apply.

- primary school (up to around age 11)
- secondary school (up to around age 18)
- post-secondary school (up to your age at entering Brandeis)
- other _____

3. How do you yourself rate your skills in the language that you wish to be the basis for exemption in the following areas:

a) reading:

- with ease
- with relative ease
- with relative difficulty
- with difficulty or not at all

b) speaking:

- with ease
- with relative ease
- with relative difficulty
- with difficulty or not at all

c) writing:

- with ease
- with relative ease
- with relative difficulty
- with difficulty or not at all

Signature _____ Date Submitted: _____

[For FL Committee Use Only]

Exempted To be examined Reviewed by: _____ Date: _____

Comments: