

LANGUAGE REQUIREMENTS FOR ACADEMIC PROGRAMS

Some changes to the program may occur before the start of the academic year

M.A.:

- Non-native English speakers must pass the English proficiency examination.
 - Native English speakers* are required to pass a proficiency examination in one of the modern foreign languages offered at SAIS, either at the Bologna Center (Arabic, French, German, Italian, Portuguese, Russian, Spanish) or in DC. Some academic programs may require specific language proficiency - please read the program requirements carefully.

M.A.I.A.:

- Non-native English speakers must pass the English proficiency examination.
- Native English speakers* are required to pass a proficiency examination in one of the foreign languages offered at the Center (Arabic, French, German, Italian, Portuguese, Russian, Spanish).

M.I.P.P.:

- Non-native English speakers must pass the English proficiency examination.

One-Year Diploma:

- Non-native English speakers must pass the English proficiency examination by the end of the academic year or complete successfully two semester courses of Advanced English (the Writing Workshop does not count).
- Native English speakers* must pass a proficiency examination in one of the modern foreign languages offered at the Center (Arabic, French, German, Italian, Portuguese, Russian, Spanish) by the end of the academic year in Bologna or complete successfully two semester courses in any of those foreign languages. If completed successfully, the intensive Italian course will count as a semester language course.

* At SAIS, a native-English speaker is a person who meets TWO of the following criteria:

1. English is the main language of communication between you and one of your caregivers;
2. English is an official language in the community where you grew up;
3. English is the language of instruction in the high school you attended

Any questions about the English requirement/definition should be addressed to Dr. [Rebecca Hopkins](#).

COURSE POLICIES

- Language courses are designed to prepare students for the required language proficiency examinations. Students are strongly urged to select the language necessary to meet their specific academic program proficiency requirement.
- Students may enroll in one regular language course per semester.
- Language courses may not be audited.
- Language courses consist of three 90-minute class meetings per week (4.5 hrs), with the exception of post-proficiency courses, which consist of two 90-minute class meetings per week (3 hrs).
- Language courses do not count towards the eight courses required for the Bologna Center diploma, nor do they count toward the 16 courses required for the SAIS M.A. Credit is given in the sense that enrollment in a language course or the English writing workshop always entails a letter grade recorded on the student's transcript (A, A-, B+, B, B-, C).
- Attendance at language courses is mandatory: if a student misses more than 5 classes, his/her final grade will be lowered; more than 10 absences from a language course will result in a final grade of C (failure). The grade of I (incomplete) and W (withdrawal) are not used for language courses.
- Those who drop a course after the drop/add deadline will receive a final grade of C (Failure).
- Deadlines for registration, dropping or adding language courses are indicated on the academic calendar (<http://www.jhubc.it/documents/academiccalendar.pdf>).

COURSE OFFERINGS

Course offering is subject to proficiency requirements and minimum enrollment number. Courses with less than five students will be offered only if there is at least one proficiency-bound student enrolled.

ARABIC and RUSSIAN

Since the minimum proficiency level in these languages is Intermediate Mid II (attainable at SAIS in four consecutive semesters of language instructions) instruction is offered at the following entry levels:

- Level 1: Novice *
- Level 2: Novice High
- Level 3: Intermediate Low
- Level 4: Intermediate Mid I
- Post Proficiency: Intermediate Mid II and above (during the Spring semester only) *

FRENCH, GERMAN, ITALIAN, PORTUGUESE, SPANISH

Since the minimum proficiency level in these languages is Intermediate High (attainable at SAIS in four consecutive semesters of language instructions) instruction is offered at the following entry levels:

- Level 1: Novice *
- Level 2: Intermediate Low
- Level 3: Intermediate Mid I
- Level 4: Intermediate Mid II
- Post Proficiency: Intermediate High and above (during the Spring semester only) *

**Post Proficiency and Novice level courses in the Spring semester will be offered only if the minimum enrollment number is reached.*

ENGLISH

- All non-native English-speakers are required to take the English proficiency written examination during Orientation Week at the beginning of the Fall semester. Those who do not perform satisfactorily on the English proficiency examination will be required to take either the English language course or the English writing workshop during the first semester.
- **Regular English courses are offered at advanced levels only** and consist of three 90-minute classroom sessions per week plus tutorials. These courses cover grammar, vocabulary work, writing skills, note taking, listening comprehension, oral presentations and discussion.
- The English writing workshop consists of two 90-minute classroom sessions per week and is designed to improve writing skills for academic purposes. It will be entered on the student's transcript with a letter grade, but it does not fulfill the language course requirement for the one-year Diploma. Students enrolled in the English Writing Workshop may, at the professor's discretion, also enroll in another language course.

ITALIAN CONVERSATION

- All students, except those enrolled in a regular Italian course, may also take evening classes of Italian conversation.
- Italian conversation classes are conducted by a teaching assistant and are designed to facilitate student integration into daily life in Italy. These classes focus on spoken interaction, oral presentations and lexical improvement.
- **Italian conversation classes are offered at intermediate levels only and consist of one 90-minute weekly class meeting.**
- These are non-credit classes and are not entered on the transcript.

ACADEMIC ADVISING

The Director of the Language Program, [Sara Gelmetti](#), will be available for language advising during the three weeks prior to each semester registration, and during regular office hours after registration (please refer to the academic calendar for the exact registration deadlines).

Language Professors will be available for consultation during the week prior to each semester registration, and will hold regular office hours every week during the academic year (except during Winter and Spring vacations, and semester recess).

Office hours will be indicated on the language bulletin board located at the end of the second floor.

Below is a list of languages, professors and office numbers:

Language	Professor	Room
Program Director	Sara Gelmetti	213
Arabic	Amina Serghini	212
English	Rebecca Hopkins	215
French	Clara Cheilan Corinne Lahrer	212
German	Susanne Krüger Frieda Jürgens	215
Italian	Claudia Brighetti Fernanda Minuz	214
Portuguese	Luis Fernando Beneduzi	212
Russian	Yana Godova	215
Spanish	Maria Blanco Facal Giorgia Marchiori	214

PLACEMENT TESTS

- Placement tests in Modern Foreign Languages (*not for English*) are held at the beginning of each semester in order to determine the level at which students may enroll in a specific language course.
- If a student has had no previous instruction in the language that s/he intends to take, and wishes to begin studying the language at the beginner level, s/he must NOT take the placement test. It will suffice to enroll in the "Novice" course.
- Exact dates of the placement tests are listed on the academic calendar.
- Exact times and rooms will be posted on the language bulletin board after registration.
- Placement tests consist of both a written section and an oral section.
- Students who attended the pre-term Italian courses and wish to continue studying Italian do not need to take the placement test in October, as they will have already taken it at the end of the pre-term Italian courses.

PROFICIENCY EXAMS

- Passing of proficiency exams fulfills the school's foreign language graduation requirement.
- Proficiency exams are normally offered three times a year in October, January and May (refer to to the current year academic calendar for the exact dates).
- **All non-native English speakers are required to take the written section of the ENGLISH proficiency exam during Orientation Week** (see Orientation Schedule for current academic year).
- Before signing up for the speaking section of the ENGLISH Proficiency Exam, it is advisable to consult with Dr. [Rebecca Hopkins](#).
- Before signing up for the Proficiency Exams in Modern Foreign Languages (*not for English*), students should meet either one of these pre-requisites:
 - obtain professor's approval
 - complete level 4 of language instruction at SAIS

The following chart describes the minimum proficiency levels by language and skill that a SAIS student must attain in order to fulfill his/her language graduation requirement:

LANGUAGE	LISTENING	SPEAKING	READING	WRITING
<i>English</i>	<i>Superior</i>	<i>Advanced High</i>	<i>Superior</i>	<i>Superior</i>
Arabic	Intermediate Mid	Intermediate Mid	Intermediate Mid	
French	Intermediate High	Intermediate High	Intermediate High	Intermediate Mid
German	Intermediate High	Intermediate High	Intermediate High	Intermediate Mid
Italian	Intermediate High	Intermediate High	Intermediate High	Intermediate Mid
Portuguese	Intermediate High	Intermediate High	Intermediate High	Intermediate Mid
Russian	Intermediate Mid	Intermediate Mid	Intermediate Mid	
Spanish	Intermediate High	Intermediate High	Intermediate High	Intermediate Mid

- Proficiency Exams consist of four separate sections (Listening Comprehension, Oral Expression, Reading Comprehension, and Written Expression) administered as follows:
 1. **Written Exam:**
 - **Listening Comprehension:** a listening exercise with comprehension questions (*N.B. : for English only this section will be administered on a different date*)
 - **Reading comprehension:** on a text in the field of international relations
 - **Written expression (not for Arabic and Russian):** exercises to test use of the target language and a composition (250 words for foreign languages, *350 for the English Proficiency*)
 2. **Oral Exam:**
 - **Oral Expression:** an oral presentation on one of three subjects proposed by the examining board (*subject of your choice for the English Proficiency exam*) followed by an oral proficiency interview
- Passing grades **ONLY** are recorded on the students transcript with an 'S' grade (satisfactory). An "unsatisfactory" result in any section results in failure of the proficiency exam.
- No entry is made on the transcript if all sections of the proficiency are not passed, but a record will be kept of the results, so that students can then complete the remaining sections at a future examination session.

For more information on the Language Program (including samples of past Placement Tests and Proficiency Exams) log-on into [BCweb](#), go to "Academics" and then "Language Department".