


Take the French, German, or Spanish placement exams online before **June 1**

If you took a foreign language in high school and intend to pursue a major within the **College of Arts and Sciences** or the **College of Business Administration**, you will take a foreign language placement exam. The purpose of the placement exam is to determine at what level you should begin your language studies at Valparaiso University. The exam will place you *into* a specific Valpo course. You must complete and pass this course in order to receive credit toward a language major or minor or toward a General Education language requirement. If you plan to study a new language at Valpo (one that you did not study in high school), you do not need to take the exam for that language.

The use of outside assistance of any kind is prohibited when taking the exam. This includes assistance obtained through electronic or other means such as websites, dictionaries, textbooks, other individuals, etc. It would be to your disadvantage to use outside assistance since doing so might place you into a higher course for which you would not be properly prepared. Moreover, using outside assistance would also be a violation of the Valparaiso University Honor Code: "I have neither given or received nor have I tolerated others' use of unauthorized aid."

Students of **FRENCH**, **GERMAN** and **SPANISH** who have Internet access through their home, school, or library will take their exam on the web **before** coming to campus for FOCUS. There is no fee associated with the online placement exam.

1. You must take the exam **between May 1, 2009 and June 1, 2009**, regardless of when you come to campus for FOCUS. If you registered for FOCUS after June 1, you should still take the online exam before coming to campus for FOCUS.
2. To take the exam, go to:
 **www.valpo.edu/foreignlanguages/placement/focus**
3. Choose the appropriate language and carefully read the instructions on the web page. The page indicates the **username** and **password** required to access the exam. There are slightly different procedures for the French, German, and Spanish exams, so read closely.
4. Upon completing the exam, you will see your points and/or course placement on the screen. **Print the exam report from the web browser and bring the printout with you when you come to campus for FOCUS.** You will verify your course placement with a faculty member during your academic advising session on day 2 of FOCUS.

Students of **CHINESE**, **JAPANESE** and **LATIN** will take their placement exam ***on campus*** during FOCUS. Details about how to take on-campus exams will be provided at FOCUS.

If you have questions about the exam, please visit the website for details. If you have further questions or experience technical difficulties, telephone the department at 219.464.5764 or contact the exam administrator at Carol.Goss@valpo.edu.

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