

## 1. PURPOSE

Since English is the language of instruction at AUP, all candidates for admission must demonstrate English proficiency at a level that will ensure their ability to successfully complete university-level work. Scores from standard tests of English are required for candidates whose native language is not English.

## 2. WHO IS AFFECTED BY THIS POLICY

All students who apply for admission to AUP – both undergraduate and graduate.

## 3. POLICY STATEMENT

All AUP applicants whose native language is not English must provide results of either the TOEFL, TOEIC, or IELTS that are not more than two years old. Students who encounter difficulties in meeting this requirement must contact the Office of Admissions for instructions.

AUP will use the results of these tests to make a preliminary English-level placement. Some candidates may be required to enroll in one or more courses in the English Foundation Program; such study may require one or more semesters to complete.

Foundation English Programs carry academic credit applicable to the AUP diploma; however, other universities may not accept these credits for transfer.

Appropriate scores in SAT or ACT English exams may replace the AUP English placement test and determine the appropriate academic writing level early. Final English-level placement will be determined in consultation with faculty from the Department of Comparative Literature and English. Applicants to a graduate program must have scores that show the applicant's ability to do graduate work in English.

## 4. RESPONSIBILITIES

The Admissions Department receives and reviews the test scores; the Department of Comparative Literature and English helps to make a determination when the results of the scores are not clear.

## 5. APPROVALS & HISTORY

This is a long standing policy, which can be found in the Academic Handbook.

**Last review:** Fall 2025

**Next review:** Fall 2028

## 6. ISSUING OFFICE AND CONTACT

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