

LANGUAGE POLICY

Table of Contents

- 1.0 – Preamble
- 2.0 – Policy
- 3.0 – English Language Proficiency

Policy Information & Responsibilities

Policy No: A-11

Approved by: Vice President, BC

Approval Date: July, 2018

Amendment Date: June 29, 2020

Executive Responsible: Director, Academics

Administrator Responsible: Admission Officers

Date of Last Review: March 01, 2021

Next Review: March 01, 2022

Revision Dates

June 29, 2020 – Updated policy

September 29, 2020 – Updated policy format

Erin Kourelis

Erin Kourelis – Director, Academics

3.2 Qualifications for Exemption from the English Placement Test:

EXAM OR COURSE	MINIMUM MARK FOR DIPLOMA PROGRAM	MINIMUM MARK FOR POSTGRAD CERTIFICATE	NOTES
IELTS	6.0 (no band below 5.5)	6.5 (no band below 6.0)	Results are only valid within two (2) years from the test date.
TOEFL (paper)	550	570	
TOEFL (computer)	80	84	
PTE	58	61	
EAP (language school) Pathway	Passing mark of 60% or above	Passing mark of 70% or above	EAP Pathway to Cambrian College programs @ Hanson College BC
English 12 / ENG4U	C- (or passing grade)	C- (or passing grade)	From a school in Canada
IB English 12	C- (or passing grade)	C- (or passing grade)	From English-speaking school
One full post-secondary semester	Passing grades in all courses	Passing grades in all courses	Full-time school in Canada CAAT college or University
EN 12 or TPC 12 (or a provincial equivalent)	Passing mark of 50% or above	Passing mark of 50% or above	From recognized Canadian secondary school

3.2 Subsequent English Placement Tests

- 3.2.1 A student is permitted to take the English Placement Test more than once (with a maximum of two (2) attempts) at the discretion of the Director, Academics, Admissions officer or designate.
- 3.2.2 The time required between attempts at the English Proficiency Test is also at the discretion of the Director, Academics, Admissions officer or designate.

- 3.2 The Director, Academics or designate: oversees the administration of the English Proficiency Test, as well as its integrity, grading, and the communication of the results to the Admission Officers responsible for the admission process and Student Services Administrators responsible for the enrollment process.
- 3.2 Test results will be available to the student a maximum of five (5) business days after writing the English Proficiency Test.
- 3.2 The Student Services Officer is responsible for maintaining the English Placement Test Results Letter or proof of exemption (accompanied by Exemption Letter) in the student file.