

English Language Proficiency Requirements Procedures			
Parent Policy	English Language Proficiency Requirements		
Policy Sponsor	Provost and Vice-President Academic	Category	
Policy Contact	Registrar	Effective Date	August 1, 2014
Procedure Contact	Coordinator, Enrolment Services and Academic Records	Review Date	Annually

1. Purpose

These procedures set out the processes and accepted proof for establishing English Language Proficiency for prospective undergraduate learners at Athabasca University (AU).

2. Scope

These procedures are applicable to new Athabasca University learners.

3. Definitions

Designated bilingual programs	Programs through which students demonstrate proficiency in more than one language by completing at least 30 credits in each recognized language.
English Language Proficiency (ELP)	The minimum level of written and oral communication skills needed to undertake courses offered by Athabasca University.
English Speaking Country	Any sovereign state or non-sovereign entity in which English is recognized as an official language.
Official Student Record	A file containing documents and data, regardless of their physical medium (paper, electronic), their format, type, or characteristics, created to gather, to store and to preserve information regarding a student's entire history of learning at a post-secondary institution. The file includes courses, grades, credits, and degrees pertaining to the file's subject.

4. Guiding Principles

4.1. Applicants will not be permitted to register in credit courses except those listed in the English Language Proficiency Program until they have demonstrated the required levels of English Language Proficiency.

- 4.2.** Applicants to AU who have not completed their secondary or post-secondary education in English speaking countries must demonstrate their English Language Proficiency in one of the following ways:
- a) Successfully completed a minimum of 15 credits (e.g., five, 3-credit courses) from a recognized English speaking post-secondary institution.
 - b) ELP Exams - test scores cannot be older than 2 years and must be official i.e., issued directly from the testing centre:
 - i. A minimum score of 6.0 on the International English Language Testing System (IELTS) Academic, with a minimum of 5.5 on each band.
 - ii. A minimum score of 60 on the Carleton University's Canadian Academic English Language Assessment (CAEL).
 - iii. A minimum score of 80 on the English Proficiency Test administered by the English Language Institute of the University of Michigan (MELAB).
 - iv. A minimum overall score of 59 on the Pearson Test of English (PTE) Academic with no less than 51 in each of the four communicative skills.
 - v. A minimum score of 80, with a minimum essay score of 20, and a minimum score of 46 on all other bands on the Internet-based Test of English as a Foreign Language (T.O.E.F.L.), the paper-based test is not accepted.
 - vi. Duolingo - minimum score of 105 with a minimum of 75 on each band.
 - c) Successful completion of AU's [English Language Proficiency Program](#), with an overall average of 75 per cent (GPA of 3.0).
- 4.3.** Students must submit their proof of English Language Proficiency via:
- a) Email to enrol@athabascau.ca
- 4.4.** Copies of the proof of English Language Proficiency will be stored with the official student records and may be subject to audit.
- 4.5.** The Office of the Registrar maintains a list of [English speaking countries](#) from which applicants would usually be deemed to have met English Language Proficiency.
- 4.6.** All appeals to this policy must be made within 30 days of the Office of the Registrar's original decision by using the [online appeal form](#), which will direct the appeal to the designated Appeal Officer. The Appeal Officer has the final decision-making authority on all appeals related to this policy. All decisions will be communicated in writing to the Appellant.

5. Applicable Legislation and Regulations

[Immigration and Refugee Protection Act](#)

6. Related Procedures/Documents

[Alberta Designation Requirements](#) ([Study in Alberta - Alberta Designation Requirements](#))

History

<i>Date</i>	<i>Action</i>
August 1, 2022	Procedures Updated
June 14, 2014	General Faculties Council, June 14, 2014, Motion # 20-04 (associated policy approved)