

# Language Placement and Credit Guidelines

## **Language Placement Evaluation**

If you are planning to take languages classes and have no previous experience with Spanish, French, or German you are encouraged to register for level 101.

Students with prior knowledge of Spanish, French, or German are encouraged to take the Placement Evaluation. The purpose of this evaluation is only diagnostic: it assesses students' current language abilities in order to match them to the course most suitable for that level. You might be surprised to find out that you place into a higher class than you expected.

The language evaluations are free, and the amount of time it takes depends on your knowledge level.

After completing the online evaluation you will immediately receive a score that will correspond with a course level recommendation.

This online evaluation can be accessed by going to: <http://www.winona.edu/undergradcatalog/foreignlang.asp>

## **Retroactive Credit/Credit by Examination**

Students may obtain academic credit for prior language study in two ways:

### 1) Retroactive credit

By earning a grade of "A" or "B" in WSU's language courses 102, 201, or 202, students may obtain retroactive credit for course 101 and any sequel courses below the course in which they earned the "A" or "B". Qualifying students may apply for retroactive credit by completing the appropriate form(s) and paying a fee of \$5 per credit in order to receive a grade of "P" (pass) in the appropriate course(s). The foreign language faculty reserves the right to depart from these guidelines when warranted by exceptional circumstances.

To be eligible, the student must have completed the original course and have received an official grade. The student must be fully matriculated with a minimum 2.00 GPA at WSU and be enrolled at the university during the semester in which the credits are requested.

### 2) Credit by Examination

If students can satisfy the requirements of a particular course by a written or oral examination, they may be able to get credit by departmental examination (test-out) without formally enrolling in the course. This policy allows students to receive credit if they have completed equivalent study at a non-accredited school or if they can present evidence of independent study and related work experience. Students cannot use this process to repeat a course to improve a grade.

To acquire either type of credits the student must apply before the last 4 weeks of the semester by requesting a "Credit by Examination" form from the Registrar's Office (Maxwell Hall, Warrior Hub) and obtain the necessary approvals from the Academic Dean and Department offering the course to be credited. All credits are applied to the following semester.