

LANGUAGE PROFICIENCY POLICY

1. Preamble

All courses at Hanson Private Career College (hereafter 'Hanson') are delivered in English. Hanson recognizes international students from non-English speaking countries may not have English language skills equivalent to those of native English speakers. The following policy sets the guidelines to ensure that all students enrolled in Private Career College (PCC) programs at Hanson have sufficient English language skills to achieve academic success at the post-secondary level.

2. Policy

- 2.1. An international student applying to Hanson must complete the English Proficiency Test before registration.
- 2.2. Some offers of admission to Hanson are conditional before the successful completion of the English Proficiency Test.
- 2.3. A student holding a conditional offer of admission who meet the language proficiency requirements will be admitted directly to their chosen program of study.

3. English Language Proficiency

- 3.1. English language proficiency can be demonstrated through:
 - Obtaining a grade of 60% or higher on the English Proficiency Test; or
 - Completing the English for Academic Purposes (EAP) program with a passing mark of 70% or above, and a minimum attendance of 75%.
 - Please refer to the chart in section 3.4 for more details on the English language proficiency exemption.
- 3.2. **Students who do not have a valid study permit** must take an English placement test prior to admission. Depending on their score on the placement test, students will either be administered the English Language Proficiency Test prior to registration or will have to take the EAP pathway program to enter into a Hanson program.
- 3.3. The English Proficiency Test is not an admission requirement; however, **students with valid study permits** wishing to register and who have no proof of English language proficiency will be administered the English Proficiency Test prior to registration. Students can elect to take the English Proficiency Test during the time of admission to ensure no additional conditions are placed on the Letter of Admission (LOA).

3.4. Qualifications for Language Proficiency Requirement Exemption:

EXAM OR COURSE	MINIMUM MARK	NOTES
IELTS	5.5	Results are only valid within two (2) years from the test date.
Hanson ESL Level 5	70% or higher	Hanson Language School
English / ENG4U	C- (or passing grade)	From a school in Canada
IB English 12	C- (or passing grade)	From English-speaking school
One full post-secondary semester	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	From a recognized Canadian secondary school
TOEFL (paper)	550	
TOEFL (computer)	80	
PTE	58	

3.5. Subsequent English Proficiency Tests

3.5.1. A student is permitted to take the English Placement Test more than once (maximum of two (2) attempts) at the discretion of the ESL coordinator or designate.

3.5.2. The time required between attempts at the English Proficiency Test is also at the discretion of the ESL coordinator or designate.

3.6. High School, and ESL or designate: it is the responsibility of the ESL coordinator or designate to oversee the administration of the English Proficiency Test, as well as its integrity, grading, and the communication of the results to Student Services Officers responsible for the admission process and college administrators responsible for the enrolment process.

3.7. Test results will be available to the student a maximum of five (5) business days after writing the English Proficiency Test.

3.8. The VP of Marketing & Admissions or designate will site the Letter of proof of exemption.

3.9. The Student Services Officer is responsible for maintaining the English Proficiency Test Results Letter or proof of exemption (accompanied by Exemption Letter) in the student file.