

Foreign Language Placement Instructions

If you had ONE YEAR OR MORE of high school language study you must take a language placement exam. Even if you intend to study a different language at Spelman we strongly urge you to take the placement exam in your high school language.

An online placement exam is offered for SPANISH, FRENCH, CHINESE and GERMAN. The online exam will be open beginning June 1, 2015. It takes less than an hour to complete, and it must be completed alone and without outside assistance of any kind—we want to ensure that you are placed in exactly the right class for you. Complete the exam no later than August 1.

If you studied JAPANESE, LATIN & PORTUGUESE, you will take a placement exam on campus during New Student Orientation (NSO). You will receive information later as to the time and place.

If you studied more than one of any of these languages, take BOTH placement exams.

Online instructions (Spanish, French, German and Chinese):

--Copy & paste this web site into your browser to begin the exam:

<http://webcape.byuhtsrc.org/?acct=spelman>

--the password is *jaguars1*

BEFORE the test begins you will be prompted to provide some information:

--ID number, use your Spelman ID number, (if you do not know it, enter the last four digits of your social security number)

--E-mail, enter your Spelman e-mail address

--Leave answer #1 unchecked (you should not yet be enrolled in a class at Spelman)

--Check box #2 (unless you never studied this language and never used it, in which case you do not take this exam)

AFTER the test you will see your total point score.

--If you earn a score of 200 points or less, you have the option to retake the test one time only. You should do so within in a week.

--If you earn a score above 200 points, your advisor will have your placement result when you meet with him/her. Students who score very high will be called for an oral interview on campus. If you are in this category you will receive an email notification prior to that date.

Questions? Contact undergradstudies@spelman.edu.