

Approval of Transfer of Credit Form

ACTFL Oral Proficiency Interview

Directions

Student responsibility: attach the *LTI ACTFL Score Report* to this form and turn in both to the Chairperson of the Languages & Cultures Department [by email](#) or hand in at the department office.

Department Chairperson: review documentation, assign credit as appropriate, and submit documentation to the Registrar's Office.

Registrar's Office: review documentation and record in student's academic record.

Student Information	Exam Information
Student Name: _____ <small style="text-align: center;">Student name</small>	Language: _____ <small style="text-align: center;">Language</small>
Student ID#: _____ <small style="text-align: center;">Student ID #</small>	Exam date: _____ <small style="text-align: center;">Date exam was taken</small>
Campus Email: _____ <small style="text-align: center;">Campus email</small>	OPic rating: _____ <small style="text-align: center;">Rating from Score Report</small>
Campus: BU LHU MU	Score Report is attached YES

OFFICIAL USE ONLY

Languages & Cultures Chairperson

Review *OPic Score Report*, click box next to recommended course transfer, sign/date electronically, then send completed form to the Registrar's Office for processing.

Oral Proficiency Interview Rating	University Credit Equivalent	Recommended Course Transfer
ACTFL Novice-Low/Novice-Mid	= 0 credits	
ACTFL Novice-High	= 101 (3 credits)	
ACTFL Intermediate-Low & Intermediate-Mid	= 101 + 102 (6 credits)	
ACTFL Intermediate-High	= 101 + 102 + 203 (9 credits)	
ACTFL Advanced & Superior	= 101 + 102 + 203 + 204 (12 credits)	

Electronic Signature & Date
 Chairperson, *Languages & Cultures Dept.*