

English Department, University of Kiel

Certificate of Proficiency in English

*These tests are **NOT** for entrance into the English Department. Specific dates for the entrance tests will be advertised on the Anglistik webpage*

The certificate is available **ONLY** for staff and students of the University of Kiel (CAU).

Registration can **ONLY** be made by emailing (from your "stu" account) **IN ENGLISH** to:

Graham Howard (until 15.3.20) howard@anglistik.uni-kiel.de

Rob Raabe (from 16.3.20) raabe@anglistik.uni-kiel.de

Please email **ALL** of the following information in the format shown below:

- 1) First Name
- 2) Family Name
- 3) Student Number (*Matrikelnummer, not your "stu" email number*)
- 4) Your major(s) [*your main area(s) of study*]
- 5) Specific reason(s) for the certificate (*Promos/DAAD/Erasmus/Masters, etc.*)
- 6) Deadline for your application (*or state "No deadline"*)
- 7) Suitable test days/times (**see below for the current options**)

Example

1. Clark
2. Kent
3. 55510786
4. Animal Psychology
5. DAAD and Masters
6. 30.2.2028
7. Mondays (and Thursdays)

Places in the tests are allocated based on registration time – students emailing with **ALL** of the above information will be placed in order of emails received. Once your registration has been completed, a confirmation will be sent by email.

Test details

The test lasts approximately 75 minutes, depending upon your knowledge and skill level. It consists of the following sections:

- 1) **Listening** (2 tasks: *word(s) gap, multiple matching or multiple choice*)
- 2) **Grammar & Reading** (2 tasks: *multiple choice, word gap or multiple matching*)
(chosen from various topics: *multiple choice*)
- 3) **Writing** (*questions relate to personal information, as well as subjects related to your studies*)
- 4) **Speaking** (*questions relate to personal information, as well as subjects related to your studies*)

ALL of the following items must be brought to the exam, or you **will not** be issued with a certificate:

- 1) **Photo ID** (*Ausweis, Reisepass, etc.*) and **CAU Student ID Card** (*Staff will be checked online*)
- 2) **(if required) Any different certificate type – with your details on ALL pages**

A copy of the **CAU Certificate of Proficiency in English**, which states your **Common European Framework of Reference (CEFR) level (A1 to C2)** for each of the language skills, will be provided at the completion of the exam. If you require more than one original certificate, please notify us **before** the day – preferably at the time of registration. There are no payments/costs required for this exam. You must bring copies of other certificates that you need with your details already filled out on each page.

Students **will not** be permitted to re-take the exam within **6 months** of a previous attempt. Individual tests outside of the group dates below are not possible, regardless of the reason.

Tests times (as at February 4, 2020):

UNTIL THE END OF MARCH: some Mondays, Tuesdays and Fridays, all at 10.00 (with G. Howard)

FROM APRIL 1: Wednesdays at 4pm in LS10, R225 (with R. Raabe)

Please specify which time(s) is/are preferable. Please remember that

(If there are specific dates for the above timeslots that you cannot attend, please state them. Otherwise you will be allocated to the next available/most suitable week. **NOTE: EXAMS DO NOT RUN EVERY WEEK!**)