

# English Level Placement Procedures

A placement test is given to all students a few days before classes begin. This test measures general English language skills. It is just one tool the School uses to place the students in the appropriate English level of the ESL Program.

- New students are placed in ESL classes based on our placement test, which consists of an oral interview, a writing sample and a multiple-choice exam on listening, reading and grammar. They are given up to four days to try those classes and then the teachers will make a second recommendation of their correct level.
- If a student feels misplaced, she/he should talk to their teacher(s) towards the end of the first week of each session. The teacher(s) will observe the student's performance for the following 2-3 class meetings and decide if the student's placement should be adjusted. The office will notify the student, whether the change request has been approved.
- Continuing students advance to the next level based on the recommendations from their teachers as a result of their academic success, at the end of each quarter.
- The placement test is mandatory for all new students. It starts promptly at 11:30 am. The test and the orientation will take approximately 2 hours. After the orientation each student will be assisted individually.

PLACEMENT TEST / ORIENTATION			
2019			
	Starts	Ends	Test/Orientation date at 10:30 am
1st QUARTER	January 2	January 25	January 2
	January 28	February 22	January 24
	February 25	March 22	February 21
2nd QUARTER	April 1	April 26	March 28
	April 29	May 24	April 25
	May 28	June 21	May 23
3rd QUARTER	July 1	July 26	July 1
	July 29	August 23	July 25
	August 26	September 20	August 22
4th QUARTER	September 30	October 25	September 26
	October 28	November 22	October 24
	November 25	December 20	November 21