**Non-native Language Requirement**

**Guidelines for Advisors**

**Students who meet the NNL requirement:**

* should be encouraged to take the on-line Language Placement Test. The placement test will show students what next level course is appropriate to continue in the language with a major or minor in Language Studies.
  + Students who place into 201 or 202 can use that course to meet the GPCD requirement (fall 2020)
  + Students in Honors Program can pursue the Global Perspectives Track with Language Studies minor.
  + Students in International Studies minor must have 6 credit hours of language beyond the NNL requirement.
* may receive **Back Credit**:
  + Student placed in 102 will be granted credit for 101 upon successful completion of 102, with C+ or better.
  + Students placed into 201 who complete 201 with a C or better will earn 9 credits for 101, 102 and 201.
  + Students placed into 202 who complete 202 with a C or better will earn 12 credits for 101, 102, 201 and 202.
  + Back credit will be processed the semester following completion of the course the student placed into via placement Test.
  + The student MUST take the placement exam and complete the course that the placement test recommends.

**Students who do not meet the NNL requirement**:

* Students who have not formally satisfied the Foundational Studies non-native language requirement are placed by NSO advisors into level 101 or level 102 language classes based on their academic work in high school. Students with three years of a high school language should take the placement test to be assured of being in the correct class.
* Students with no previous non-native language experience should choose the 101 elementary course in the language of their choice (Arabic, Chinese, French, German, Japanese, Latin, or Spanish; occasionally other languages are offered under the LLL 101 prefix).
* Students entering Indiana State University with an Associate or higher degree from an institution other than Indiana State University may be exempted from this requirement at the discretion of the college in which they enroll.

**International Students:**

* All incoming international students are required to take the English Language Placement Test (EPT), which is administered at the beginning of each semester during New International Student Orientation by the LLL Department.
* Students with extenuating circumstances who miss the EPT should be enrolled in ESL 103A.
  + Students in ESL 103A will be given a diagnostic test on the first day of class. The diagnostic test will be used to determine if students should be placed into a higher level course.
  + The LLL department will
    - notify each student whose course placement will change as a result of the diagnostic test.
    - send a list of students to be transferred to another course to ORR so that students will not be charged for add/drop
    - send a list of the students to be moved to the Office of Testing to enter their placement score.
* International students **who miss the first day** of class should be enrolled in ESL 103A and must complete that course.

**Heritage speakers**

Bi- and multilingual students who are not classified as international students are subject to the Non-native language requirement. Like all other students, they must demonstrate that they have taken academic coursework in a non-native language, either through high school, or in transferring credits from an institution of higher education.

**Students who seek a waiver of the NNL requirement:**

* Advisors should submit the waiver through appropriate college procedures to Dean Maule. The Department of Languages, Literatures, and Linguistics **does not have authority to grant waivers**.
* The Dean Maule will consult with the chair of LLL in cases wherein a reasonable accommodation must be made.