



The American University of Kurdistan English-Language Proficiency Policy

Policy Number: AS026

Effective Date: November 13, 2022

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I. INTRODUCTION

The American University of Kurdistan (University) is committed to offering its educational programs to students from a broad range of backgrounds, cultures and languages. In doing so, it recognizes its responsibility to ensure all students, including those whose first language is not English, have sufficient proficiency to academically succeed in the academic program of their choice.

II. POLICY INTENT

The purpose of this Policy is to set the principles by which the English Language Proficiency Standard will be applied, for all applicants for admission to the University.

III. ROLES AND RESPONSIBILITIES

Responsible Executive: President

Responsible Administrator: Director of ARD

Responsible Office: ARD

Policy Contact: Director of ARD

IV. DEFINITION

‘Standard’ means the English Language Proficiency Standard of the University expressed as TOEFL ITP qualification but recognizing other relevant qualifications and concordance.

V. POLICY PRINCIPLES

- All applicants must meet the English Language Proficiency requirements of the Standard prior to their admission, by demonstrating completion of a Recognized Qualification. An example of a recognized qualification is TOEFL ITP score of 537+, TOEFL iBT score of 75+ or IELTS 6.
- All applicants who hold an IB diploma, locally or internationally, have a diploma from a high school with which the AUK has a MoU specifically addressing this issue, or a Diploma from a High School in USA have also hereby demonstrated completion of a Recognized Qualification.
- An exemption, from the requirement to have completed a Recognized Qualification, will only be granted in exceptional circumstances where it can be demonstrated that the applicant meets the Standard. Any exemption, or request for a waiver, must be sought in accordance with this Policy and the approved procedure/s.
- A variation to the Standard for admission to a specific program/s or to include an additional qualification may be approved, in exceptional circumstances. Any exemptions or variations must be approved through the Academic Council, and as applicable, other University channels to ensure oversight of the application of the Standard.

VI. POLICY PROCEDURES

The Academic Council will define the English Language Proficiency Standard and will review it annually and note any exemptions or variations reported. It is important to note that the English Language Proficiency Test – the Pearson Placement Exam – and the curriculum for the 6 Levels are international in design and standards.

- The Director of the Admissions and Registration Department is responsible for processing any requests for exemptions to the relevant criteria on behalf of the applicant, and its presentation to the Academic Council.
- The Director of the Admissions and Registration Department will maintain a register of Recognized Qualifications and will provide this register annually to the Academic Council, to support the review of the Standards and Recognized Qualifications.
- Applicants who have completed a Recognized Qualification will provide information with their application for admissions to the Admissions and Registration Department.
- CAPA Students who have successfully completed their CAPA level-sequence and have taken TOEFL ITP and scored at the published target (537) will be registered for their bachelor’s courses.
- CAPA Students who have successfully completed their CAPA level-sequence (6 levels) and have taken TOEFL ITP but did not score at the published target (500+) may be

eligible for conditional admission as per the guidelines in force and published on AUK's website.

- Conditional admission guidelines include a required first-semester GPA of 2.50 and expectations for performance in courses in Introduction to Communication (B).
- Failure to satisfy the conditions may result in dismissal from the University.
- The Academic Performance Review Committee will review the transcripts of conditionally admitted students who fail to reach these benchmarks to decide their status.
- Students admitted under conditional status are eligible to receive their scholarship awards during that semester.

These procedures and target scores will be continually monitored and evaluated to ensure the proper alignment of TOEFL test scores and grades/scores in CAPA courses as predictors of student success in their academic courses.

VII. POLICY HISTORY

- a. **Approved by:** Board of Trustees
- b. **Adopted:** November 13, 2022