

J-1 Exchange Visitor English Proficiency Certification

UH departments must use one of three U.S. Department of State (DOS)-established “objective measurements” to determine that a prospective J-1 EV is sufficiently proficient in English to participate in the proposed UH Exchange Visitor Program (EVP) activities. **Choose one** of the three options below to prove English proficiency. Include this completed form and the required documentation with the DS-2019 initial request.

J-1 EV: _____

Option 1

- No more than two years ago, the EV received a **TOEFL** or **IELTS** score that meets one of the two criteria below. A copy of the score results is attached.
- The EV’s test score meets the department’s minimum requirement for graduate admission, which is a score of _____ on the _____.
 - The department does not have minimum test score requirements for graduate admission, but the EV has a valid overall score that meets one of the following: (a) TOEFL online = 100 or higher **or** (b) TOEFL paper = 600 or higher **or** (c) IELTS = 6.00 or higher.

Option 2 – Certification cannot be issued by faculty sponsor or representative of sponsoring dept

- An academic institution or English language school certified in a written document dated no more than two years ago that the EV has sufficient English language proficiency to participate in the proposed UH program. A signed letter/certificate from the institution is attached. (Letters must: (1) be on the school’s letterhead; (2) attest that the letter writer is fluent in English; **and** (3) explain why the writer is in a position to assess the EV’s English proficiency.)

Option 3

- An employee in a UH college/school/unit/dept interviewed the EV and found he/she has adequate English proficiency to participate in the proposed program (See a list of sample interview questions [here](#)). The EV and interviewer have completed and signed this section. The interviewer has attached **the questions asked, responses given, and comments on the suitability of the responses**.

Interviewer: _____ Title: _____ UH dept: _____

Interview date: _____ Length of interview: _____ to _____
mm/dd/yyyy start time end time

Interview method: In-person Videoconference Phone (in-person/video was not possible)

I participated in an English proficiency interview that took place as stated above.

EV’s signature: _____ Date: _____

I interviewed the EV and found that he/she has sufficient English proficiency to successfully participate in the proposed program activities and to engage in the community. I have attached documentation that accurately represents the questions I asked and the EV’s ability to provide appropriate responses during the interview.

Interviewer’s signature: _____ Date: _____

I understand that the DOS requires UH to document the sufficiency of an EV’s English language proficiency as a condition of his/her participation in the UH EVP. I reviewed and support the statements made on this form and in the attachments.

Faculty sponsor’s signature: _____ Name: _____ Date: _____

Department chair’s signature: _____ Name: _____ Date: _____

Dean/Dir’s signature: _____ Name: _____ Date: _____