

CCBC World Language Placement Guidelines FY 20-21

Students registering for a world language course at CCBC should be placed according to the following guidelines, which are based on their experience studying a world language in middle school, high school or in another context.

Placement Chart for Middle School Study:

Number of Years Completed	Experience	Performance	Placement
1 year middle school (Beginning Level A)	Within the last year	A	Level 102
		B or C	Level 101
2 years middle school (Beginning Level A & Level B)	Within the last year	A or B in both courses	Level 102
		C in either course	Level 101
3 years middle school (Beginning Level A & Level B, Intermediate Level)	Within the last year	A or B in all three courses	Level 201
		A or B in Level B & Intermediate Level; C in level A	Level 102

NOTE: If a D is earned in any level of middle school world language classes, placement at CCBC is WL 101.

Placement Chart for High School Study:

Language Level Completed	Experience	Performance	Placement
Level 1	Within the last 3 years	A or B	Level 102
Level 1		C	Level 101
Level 1	More than 3 years ago	NA	Level 101
No language experience	NA	NA	Level 101

Level 2	Within the last 3 years	A or B in both levels	Level 201
Level 2		C	Level 102
Level 2	More than 3 years ago	Contact the World Language Coordinator	To be determined
Level 3	Within the last 3 years	A or B in all three levels	Level 202
Level 3		C in Level 2 or Level 3	Level 201
Level 3		C in two or more levels	Level 102
Level 3	More than 3 years ago	Contact the World Language Coordinator	To be determined

Level 4 (and above)	Within the last 3 years	A, B or C in all four levels	Level 202
Level 4 (and above)	More than 3 years ago	Contact the World Language Coordinator	To be determined

NOTE: If a D is earned in any level of high school world language classes, placement at CCBC is WL 101.

NOTE: Students who have completed world language study in both Middle School and High School should speak to the World Language Coordinator on their campus about their placement.

Students may have studied a world language at another college. Prior to registering for a world language course at CCBC, students must provide transcripts from high school or college (documenting courses completed and grades received) or demonstrate to the discipline coordinator the appropriate level of proficiency needed to enroll in a level above 101.

Students with two or more years of world language study at the high school level should not register for the 101 level of that language. The 101 level of any world language course is designated for:

- introductory students (who have no prior experience with the language)
- students with fewer than two years of language study
- students who have not studied or used the language in three or more years
- students who experienced challenges with world language courses in high school and received grades of Cs and Ds.

Students who want to register for the 102, 201 or 202 level of a language must provide a high school transcript.

Students who are unsure about which level would be most appropriate should contact the discipline coordinator on their campus. The table above serves as a guide only; other factors may influence students' placement at CCBC.

Students registering for online or blended world language courses should understand how an online learning environment functions. Students must have daily access to a computer.

Native Speakers:

Native speakers of a language should not enroll in 101, 102 or 201 level courses in languages in which they are native or proficient. Students who wish to earn credits in a language in which they are proficient should do one of the following:

- Take the CLEP exam (see below) (available for French, German and Spanish only).
- Enroll in the 202 level of the language.
- Inquire about earning credit by exam (available for Arabic, Chinese, Italian, Japanese and Russian only).

Heritage Speakers:

Heritage Speakers are students who were raised in a home where a non-English language is spoken, who speak or understand the language, and who are to some degree bilingual in English and the language (Valdés, 2000).

Heritage speakers who have not studied the language in high school should speak to a World Language Coordinator about their placement.

Advanced Placement (AP):

Students with a score of 3 on Advanced Placement (High School) in any language offered by CCBC will receive 6 credits of world language courses (101 and 102).

Students with a score of 4 or 5 on Advanced Placement (High School) in any language offered by CCBC will receive 9 credits of world language courses (101, 102 & 201).

CCBC's Advanced Placement Guidelines are below:

<http://www.cchcmd.edu/Resources-for-Students/Academic-Advisement/Prior-Learning-Assessment/Advanced-Placement.aspx>

College Level Examination Program (CLEP):

Students who have not studied a world language in a U.S. high school may have developed proficiency/fluency in a language due to other life experiences. These students may take the CLEP to receive credit for prior knowledge. Native speakers of a language may also take the CLEP to receive credit for prior knowledge. The CLEP is only offered for French, German and Spanish. Students interested in the CLEP should visit the Testing Center on their campus.

CCBC's CLEP guidelines for world languages are based on ACE (The American Counseling on Education) recommendations:

Spanish

- Six (6) semester hours of credit for mastery of Level 1 content (a score of 50).
- Nine (9) semester hours of credit for mastery of both Levels 1 and 2 (a score of 63).

CCBC also accepts CLEP's **Spanish with Writing** Levels 1 and 2.

- Six (6) semester hours of credit for mastery of Level 1 content (a score of 50).
- Twelve (12) semester hours of credit for mastery of Level 2 content (a score of 65).

French

- Six (6) semester hours of credit for mastery of Level 1 content (a score of 50).
- Nine (9) semester hours of credit for mastery of both Levels 1 and 2 (a score of 59).

German

- Six (6) semester hours of credit for mastery of Level 1 content (a score of 50).
- Nine (9) semester hours of credit for mastery of both Levels 1 and 2 (a score of 60).

For more details about how to study for the CLEP exam please visit the College Board website at: <https://clep.collegeboard.org/world-languages>

Information about the CLEP Examination is available on CCBC's website:

<http://www.ccbcmd.edu/Resources-for-Students/Academic-Advisement/Prior-Learning-Assessment/CLEP-Examination.aspx>

Credit-by-Exam:

Students who have not studied a world language in a U.S. high school may have developed proficiency/fluency in a language due to other life experiences. In such cases, students are encouraged to enroll in the 201 or 202 level of that language. However, if a student prefers to earn credits without enrolling in a course, departmental credit-by-exam may be earned.

- Students may take the 201 or 202 level final exam for the following languages: Arabic, Chinese, Italian, Japanese, and Russian (languages offered for which CLEP is unavailable).
- Students must first complete the *Request for Approval form for Credit by Exam*, identify all credits they wish to earn (students may also earn credits for the 101 and 102 level courses through credit-by-exam if they pass the 201 or 202 level course with a C or better), and pay a non-refundable fee, which is assessed at ½ the Baltimore County tuition rate per credit. Exams will not be administered until payment is made.
- Students may then attempt the final exam for the 201 or 202 level course. Students must pass the final exam (written and oral components) with a C or better in order to earn credits.
- Requests to earn world language credits by exam must be made one semester before the semester during which the student wishes to earn credit. Credits cannot be earned during the semester in which the request is made.
- Students should contact the World Language Discipline Coordinator to initiate this process.

Articulation Agreement:

Students who studied a world language at a high school in Maryland may be permitted to place into World Language 102, 201 or 202 at CCBC (please refer to the Placement Chart on page 1 for guidance). Upon completion of World Language 102, 201 or 202 with a C or better, the student will receive academic credit for lower level World Language courses if desired. To start the articulation process, the student is responsible for submitting their high school transcript to Emilie Cherry at echerry@cchcmd.edu. Please refer to the Articulation Agreement of Maryland Public Schools/The Community College of Baltimore County (CCBC) World Languages on CCBC's website.

Independent Studies:

Independent studies are generally not offered in world language courses.

Please note that starting in fall 2017, CCBC no longer offers a World Language Transfer Pattern. Students who declared a transfer pattern prior to July 2017 and need an independent study to complete the pattern should contact the discipline coordinator on their campus. In such cases, an independent study can be requested for the 201 or 202 level of a world language course (and the 102 level of the language if it is not offered in a face-to-face format). An independent study requires the same amount of work as a face-to-face class. An independent study will **only be considered** under the following circumstances:

- The student declared a World Language Transfer Pattern prior to July 2017. Documentation must be provided.
- The student is in good academic standing (not on academic probation).
- The student requesting the independent study has completed the prerequisite world language courses.
- The course for which an independent study is requested:
 - a. was not offered, either in a face-to-face, blended or online format, on any campus within the past two semesters/sessions; and

- b. will not be offered, either in a face-to-face, blended or online format, on any campus within the next two semesters/sessions.
- The student must first complete an interview with the discipline coordinator. The student must demonstrate, to the coordinator's satisfaction, the necessary preparation and competence to complete the independent work required for success in the course.
 - At the conclusion of the semester in which the independent study is taken, the student must demonstrate competence by submitting all course materials (i.e. tests, final exam, and written assignments) as stipulated on the *Independent Study Form/Special Project Form*. This form, which is a contract between the student and the instructor, must be completed prior to the start of the independent study. If the terms of the contract are not met, a passing grade will not be given.
 - Independent studies are always contingent upon the availability of faculty. Students (only those who declared a World Language Transfer Pattern prior to July 2017) should contact the World Language Discipline Coordinator to initiate this process.

World Language Discipline Coordinators:

Catonsville, Owings Mills
& Extension Centers

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