

Research and the University Graduate School

**REQUEST TO SUBSTITUTE ENGLISH FOR A FOREIGN LANGUAGE**

Name of student \_\_\_\_\_  
Last First Middle

Student I.D. No. \_\_\_\_\_ Major Department \_\_\_\_\_

Native Country \_\_\_\_\_ Native Language \_\_\_\_\_

Formal English Training:

1. Age study began \_\_\_\_\_
2. Total number of years of study \_\_\_\_\_

Signatures of approval:

Applicant \_\_\_\_\_

Departmental Graduate Advisor \_\_\_\_\_

Dean, School of Student's Major Dept. \_\_\_\_\_

**THIS FORM IS NOT TO BE USED FOR CERTIFICATION OF PROFICIENCY. (It is to be used only for permission to substitute English.)**

Note: The TOEFL score should be sent to Linda Abe, Department of Second Language Studies, English Language Improvement Program, Memorial Hall, Room 312. Dr. Abe will then send a memorandum certifying proficiency in English to the major department. The major department is to send the memorandum and this form to its school.

\_\_\_\_\_  
FOR SCHOOL USE ONLY (original form will be returned to the major department)

Copies: University Graduate School \_\_\_\_\_ Student \_\_\_\_\_