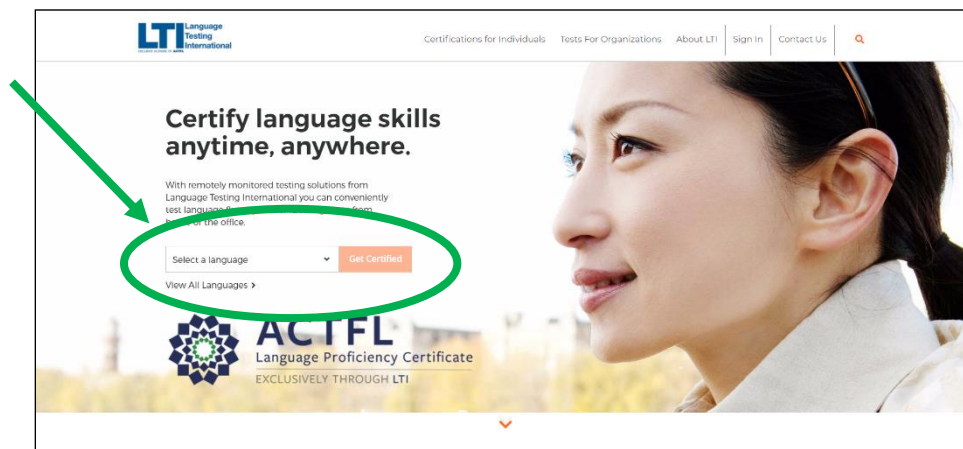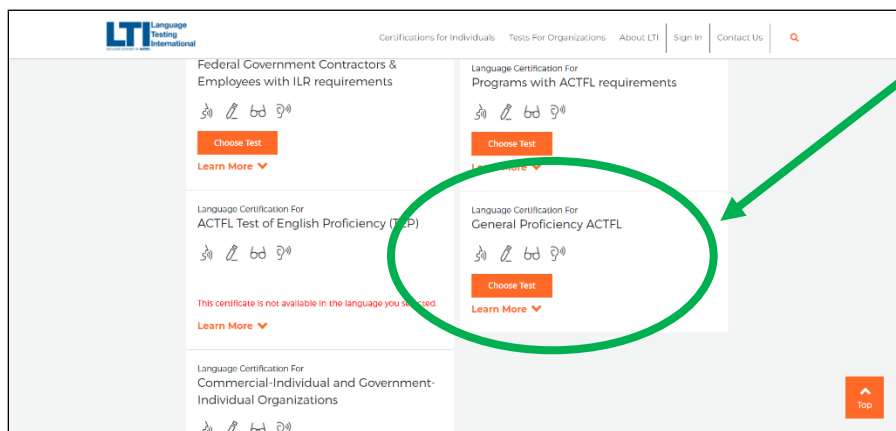# TO TAKE A PLACEMENT TEST FOR A LANGUAGE NOT OFFERED AT SETON HALL:

1) Go to **Language Proficiency Testing in 120+ Languages | LTI (languagetesting.com)**
2) On the home page—under where it says "Certify language skills anytime, anywhere" *(see screenshot)*—select your preferred language from the drop down menu and click **"Get Certified"**

3) On the next page to **"Choose or Schedule a test"** you will choose from the RIGHT side of the page under Students/Teachers
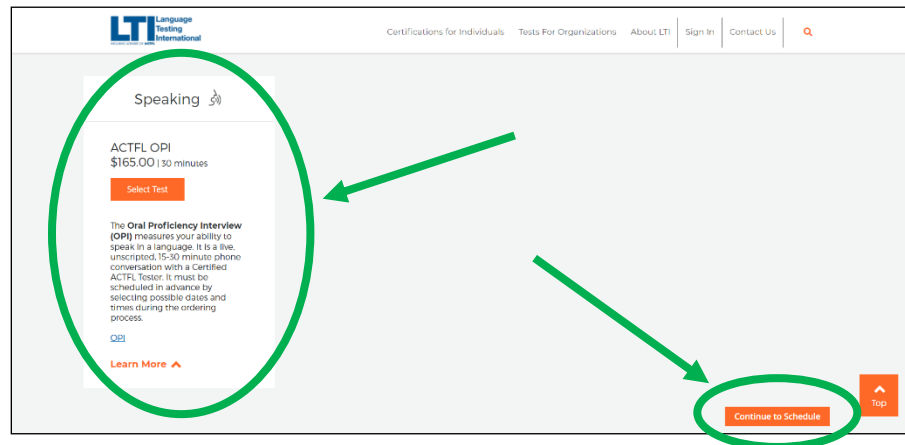4) Scroll down and select the third option **"General Proficiency ACTFL"** *(see screenshot)*

– next page –

5) On the next page, select the Speaking test. **Note** the information in "Learn More," which states: "The Oral Proficiency Interview (OPI) measures your ability to speak in a language. It is a live, unscripted, 15-30 minute phone conversation with a Certified ACTFL Tester. It must be scheduled in advance by selecting possible dates and times during the ordering process."

6) Click **"Continue to Schedule"** and on the next page, you will fill in the information needed to schedule your 30-minute proctored exam. After you fill in your info, click **"Next"** to go to the page to create an account or login.

7) Continue to follow the prompts until you need to enter your payment information. Follow all instructions and look for email correspondence with LTI about next steps.

8) **IMPORTANT:** Once you receive your test results, you must send them to the Global Learning Center. Email **languageplacement@shu.edu** or write directly to the GLC Director at **jessica.wilson1@shu.edu.** You will be informed of the final decision for your language requirements within about one week (business days).

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*The complete list of languages you can take a test in is available here: **Certification Types - Certifications for Individuals (languagetesting.com).** The above instructions apply for any language you want to take a test for.*