(Doctoral) Language Proficiency Examination Scheduling Form

♦ Choose three scholarly books in the language of the exam and submit them to the Graduate Office. The first examiner will pick one of the books and assign 100 pages to the student. From those pages, the examiner will have also chosen pages for the exam and submitted those to the Graduate Office. The student must take the exam no later than 30 days after the 100 pages were assigned.

♦ On the day of the exam the student will be given the 4-6 pages to translate and will have 60 minutes in which to work. He/she may use a dictionary, but no grammar text. The assigned text does not have to be translated in full. Depending on the type of text the length translated may vary: the student should judge by him/herself how to balance the largest possible amount of text translated with the best possible quality of translation.

♦ It is most important that the student show good understanding of the language through a clear and correct translation into English. It does not need to be a literal translation, but the examiners need to get a sense of the student's capability of reading and understanding any scholarly text (with the help of a dictionary) in the chosen language.

♦ Good translation skills include understanding of syntax (and parts of discourse), basic vocabulary and idioms, and basic grammar (particularly verbs [tenses], conjunctions and prepositions).

Student Name: ___________________________ Degree Program (DMA, PhD): ____________

Last First

Primary Area: ___________________________ Supporting Area: ___________________________

Language: ___________________________ Level of proficiency to be tested: ☐ 1st year ☐ 2nd year

Three academic books on music in the language to be tested have been turned in to the Music Graduate Office: ____________

Exam:
Schedule with Grad Office

Date Time Room

For Music Graduate Office Use Only

First Reader: ___________________________ Book Title: ___________________________

Second Reader: ___________________________ Author: ___________________________ 100 pp: ____________ Exam pages

Examiners’ Report: ☐ Pass ☐ No Pass

Signatures:

First Reader: ___________________________

Second Reader: ___________________________

Comments:

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