The Language Program offers classes that prepare students to fulfill the language graduation requirements at SAIS. Our courses are tailored to meet the students’ professional needs while integrating all language skills with the interdisciplinary curriculum of the school. A wide range of up-to-date materials on economics, energy, international relations, history and politics ensure that students develop the vocabulary and communication skills that are relevant to their studies and career goals. Students engage in debates, essay writing, presentations and simulations.

Languages taught at SAIS Europe are Arabic, English, French, German, Italian, Portuguese, Russian, and Spanish. Courses are taught from the beginner through the advanced level, with the exception of English, which is offered only at the advanced levels. Level offerings are subject to semester availability and minimum enrollment (for more information, please see the “Course Offerings” section on page 3).

**LANGUAGE REQUIREMENTS FOR ACADEMIC PROGRAMS**

**M.A.:**
- All candidates are required to pass a language proficiency exam in a language other than their native one.

**M.A.G.R.:**
- Non-native English speakers must pass the English Proficiency Exam or two semesters of Advanced-level English.

**M.A.I.A.:**
- Non-native English speakers must pass the English Proficiency Exam.
- Native English speakers are required to pass a proficiency exam in one of the foreign languages offered at SAIS Europe (Arabic, French, German, Italian, Portuguese, Russian, and Spanish).

**M.I.P.P.:**
- Non-native English speakers must pass the English Proficiency exam or two semesters of Advanced-level English.

**One-Year Diploma:**
- Non-native English speakers must pass the English Proficiency Exam by the end of the academic year or successfully complete two semester courses of Advanced-level English.
- Native English speakers must pass a proficiency examination in one of the modern foreign languages offered at SAIS Europe (Arabic, French, German, Italian, Portuguese, Russian, and Spanish) by the end of the academic year or complete successfully two semester courses in any of those foreign languages. If completed successfully, the intensive Italian course will count as a semester language course.

All languages offered at SAIS-Europe fulfill the language graduation requirement in the following M.A. concentrations:

- American Foreign Policy
- International Development
- IR/General; Conflict Management; Energy, Resources and Environment; Global Theory and History; International Law & Organizations; Strategic Studies

Some concentrations require specific languages to meet their graduation requirements. Languages offered at SAIS-Europe fulfill the following concentration requirements:

- **Arabic:** African Studies, Middle East Studies
- **English:** All regional concentrations if students are already native speakers of the regional language
- **French:** African Studies, European and Eurasian Studies, Western Hemisphere (Canadian Studies)
- **German:** European and Eurasian Studies
- **Italian:** European and Eurasian Studies
- **Portuguese:** African Studies, European and Eurasian Studies, Western Hemisphere
- **Russian:** European and Eurasian Studies (mandatory for the Russia and Eurasia track)
- **Spanish:** European and Eurasian Studies, Western Hemisphere
NON-NATIVE ENGLISH SPEAKERS*

In addition to the TOEFL, IELTS, or CEP exams required for admission, all non-native English speakers* must take the English Proficiency Exam during Orientation Week, in order to determine whether they need further training to succeed in their studies at SAIS. Those who do not perform satisfactorily will be required to take either the Advanced English course or the English Writing Workshop. The English Department will decide which course students must take based on proficiency scores. (for more detailed information please see Entry and Exit Requirements for Non-native English Speakers).

The Advanced English courses consist of three 90-minute classroom sessions per week plus tutorials. This comprehensive course prepares students to pass the SAIS English proficiency exam. It enhances academic writing and reading skills; listening comprehension of lectures and debates; presentational and argumentative skills. Students enrolled in Advanced English cannot enroll in another language course. N.B.: successfully completing two semesters of Advanced English will fulfil the language requirement for the One-Year Bologna Center Diploma.

The English Writing Workshop consists of two 90-minute classroom sessions per week. This course is designed to refine writing skills for specific academic purposes. It can be taken also by students who already passed the SAIS English Proficiency Exam and wish to perfect their academic writing skills. Students enrolled in the English Writing Workshop may, at Dr. Hopkins’ discretion, also enroll in another language course.

Students whose native language is not English may use English as their proficiency language, provided that their concentration does not require a specific language for graduation purposes.

*PLEASE NOTE: At SAIS, a native English speaker is a person who meets TWO of the following criteria:
- English is the main language of communication between you and one of your caregivers;
- English is an official language in the community where you grew up before high school;
- English is the language of instruction in the high school you attended

*N.B.: Native English speakers who wish to improve their writing skills: please refer to the Writing Center page.

LANGUAGE FACULTY

<table>
<thead>
<tr>
<th>Language</th>
<th>Faculty</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Director</td>
<td>Sara Gelmetti</td>
<td>Zanolini 15</td>
</tr>
<tr>
<td>Arabic</td>
<td>Amina Serghini</td>
<td>Zanolini 15</td>
</tr>
<tr>
<td>English</td>
<td>Rebecca Hopkins</td>
<td>Zanolini 15</td>
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<td>Jennifer Varney</td>
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<td>French</td>
<td>Clara Cheilan</td>
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<td>Celine Jolly</td>
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<td>Friederike Jürgens</td>
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<td>Sara Gelmetti</td>
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<td>Portuguese</td>
<td>Livia Assunção Cecilio</td>
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<td>Russian</td>
<td>Yana Godova</td>
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<td>Spanish</td>
<td>Maria Blanco Facal</td>
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</tr>
<tr>
<td></td>
<td>Giorgia Marchiori</td>
<td>Zanolini 15</td>
</tr>
</tbody>
</table>

ACADEMIC ADVISING

- The Language Program is located in Via Zanolini 15, a five-minute walk from Via Belmeloro 11 (see maps provided at the front desk). All language faculty members will be available for language advising during the two weeks prior to the Fall semester registration deadline (please refer to the academic calendar for the exact registration deadlines). Exact times of consultation will be sent via class email.
COURSE OFFERINGS

- Level 1 courses (Novice) are always offered in the Fall semester; all the other levels will be offered only if the minimum enrolment number is reached.
- Continuation of the Fall courses will be guaranteed in the Spring semester.
- Level 5 courses (beyond the minimum proficiency level) are offered only in the Spring semester.

ARABIC and RUSSIAN

Since the minimum level required for graduation purposes in these languages is Intermediate Mid II (attainable at SAIS in four consecutive semesters of language instruction) instruction is offered at the following entry levels:

- Level 1: Novice (N.B.: Fall semester only)
- Level 2: Novice High
- Level 3: Intermediate Low
- Level 4: Intermediate Mid I
- Level 5: Intermediate Mid II and above (N.B.: Spring semester only)

FRENCH, GERMAN, ITALIAN, PORTUGUESE, SPANISH

Since the minimum level required for graduation purposes in these languages is Intermediate High (attainable at SAIS in four consecutive semesters of language instruction) instruction is offered at the following entry levels:

- Level 1: Novice (N.B.: Fall semester only)
- Level 2: Intermediate Low
- Level 3: Intermediate Mid I
- Level 4: Intermediate Mid II
- Level 5: Intermediate High and above (N.B.: Spring semester only)

COURSE POLICIES

- Language courses consist of three 90-minute class meetings per week (4.5 hrs), with the exception of the English Writing Workshop, which consists of two 90-minute class meetings per week (3 hrs).
- Language courses do not count towards the overall number of courses required for any of the SAIS degree or diploma programs.
- Credit is given in the sense that enrollment in a language course or the English Writing Workshop always results in a letter grade being recorded on the student's transcript (A, A-, B+, B, B-, C+, C, D and F).
- Students may enroll in only one language course per semester, with the exception of the English Writing Workshop, which can be combined with another language course.
- Language courses may not be audited, as they require regular attendance and constant participation.
- Attendance at language courses is mandatory: if a student misses more than 4 classes (3 for the Writing Workshop), his/her final grade will be lowered; more than 9 absences from a language course (6 for the Writing Workshop) will result in a final grade of D. N.B.: the total would include the excused absences.
- Those who drop a course after the drop/add deadline will also receive a final grade of D.
- The grade of I (Incomplete) is not used for language courses.
- Deadlines for registration, dropping or adding language courses are indicated on the academic calendar.

ITALIAN CONVERSATION MEETINGS

- Italian conversation meetings are designed to facilitate student integration into life in Italy. They are held once a week (90 minutes) by a teaching assistant. They are non-credit and are not entered on the transcript.
- These meetings are for NON-BEGINNERS only. Participants should have reached at least the Novice High level (typically, the language level reached at the end of Pre-Term Survival courses). Priority will be given to students who are NOT attending our regular Italian courses, in order to give them an opportunity to maintain the language skills that they have acquired during pre-term courses in Italian.
**PLACEMENT TESTS (ENTRY LEVEL TESTS)**

- Placement tests are administered in all foreign languages at the beginning of each semester, in order to determine the level at which students may enroll in a specific language course.
- Exact dates of the placement tests are listed on the [academic calendar](#).
- Placement tests consist of both a written section (listening, reading and writing) and an oral section (speaking). The written section can be taken online. Students will be granted access to the online placement once they have submitted their online registration form. Please refer to the [academic calendar](#) for the exact registration dates.
- Students who attended the pre-term Italian courses and wish to continue studying Italian do not need to take the placement test, as they will have already taken it at the end of the pre-term courses.
- **PLEASE NOTE:** If a student has had no previous instruction in the language that s/he intends to take, and wishes to begin studying the language at the beginner level, s/he does NOT need to take the placement test. It will suffice to enroll in the “Novice” level course.

**PROFICIENCY EXAMS (LANGUAGE REQUIREMENT)**

- Proficiency Exams determine the fulfilment of the language graduation requirement.
- Proficiency Exams are offered three times a year, usually in September, January and May (please refer to the [academic calendar](#) for exact dates).
- To be eligible to take the Proficiency Exams in all languages (except English), students should either:
  - successfully complete level 4 of language instruction at SAIS
  - successfully complete level 4 of the online placement test
- Students who complete level 4 of the online placement test with the [minimum](#) passing grade are strongly encouraged to strengthen their language skills by taking level 5 courses before they take the proficiency exam.
- The following chart describes the minimum levels by language and skill that a SAIS student must attain in order to fulfill his/her language graduation requirement:

<table>
<thead>
<tr>
<th>LANGUAGE</th>
<th>LISTENING</th>
<th>SPEAKING</th>
<th>READING</th>
<th>WRITING</th>
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<tbody>
<tr>
<td>English</td>
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</tr>
<tr>
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<td>Spanish</td>
<td>Intermediate High</td>
<td>Intermediate High</td>
<td>Intermediate High</td>
<td>Intermediate Mid II</td>
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</tbody>
</table>

- Proficiency Exams consist of four separate sections: Listening Comprehension (60 minutes), Reading Comprehension (90 minutes), Written Expression (90 minutes) and Oral Expression (30 minutes).
- Passing grades ONLY are recorded on the students transcript with an ‘S’ grade (satisfactory). An “unsatisfactory” score in any section results in failure of the proficiency exam.
- No entry is made on the transcript if all sections of the proficiency are not passed, but a record will be kept of the results, so that students can then complete the remaining sections at a future examination session.

For more detailed information on the Language Program (INCLUDING SAMPLES OF PAST PLACEMENT TESTS AND PROFICIENCY EXAMS) log-on to the [BCweb](#), go to “Academics” and then select “Language Department”

Please note that the contents of this document may be subject to slight changes