



REPUBLIC OF ALBANIA
UNIVERSITY OF TIRANA
FACULTY OF FOREIGN LANGUAGES
DEANERY

**REGULATION ON THE DEVELOPMENT PROCEDURE
OF THE FOREIGN LANGUAGE PROFICIENCY EXAM.**

I. Introduction

The foreign language proficiency exam at the Faculty of Foreign Languages is structured in accordance with the standards outlined in the Common European Framework of Reference for Languages (CEFR). It assesses four language competencies based on the six levels defined within this Framework.

This exam is compiled, developed, corrected and administered by the Faculty of Foreign Languages.

The language proficiency certificate serves all interested persons who want to document their skills in a certain foreign language according to CEFR.

II. Exam description

According to the Common European Framework of Reference for Languages (CEFR), language knowledge is divided into 3 major levels of language proficiency: A, B and C - respectively:

- **Basic user** ("*Basic user of the language*", who understands and uses some simple elements of the language);
- **Independent user** ("*Independent language user*", at this level can communicate "without much vocabulary", but can express an opinion);
- **Proficient user** ("*Proficient user*", at this level the user approaches the level of native speakers of the language; not only can they talk about any topic, but also with the appropriate vocabulary and grammatical structures).

Each of these levels is divided into two more, which are indicated by letters - A1, A2, B1, B2, C1, C2 - in 6 levels in total.

The skill levels according to CEFR are as follows:

A – Initial level:

A1 - Passing level (the person can understand and use familiar expressions as well as simple sentences aimed at meeting concrete needs. Can introduce himself and others and ask others about basic information, e.g. Where they live, do they know other people or what things they own, as well as answering such questions themselves).

A2 – Basic level (the person can understand simple sentences and expressions, which relate to topics with straightforward meaning (e.g. information about the person and family, shopping, work or surroundings). The person can be understood in routine situations, for things related to simple and direct exchange of information about familiar and everyday things. Can describe in simple sentences his/her own background and education, surroundings and things directly related to immediate needs.

B - The independent user:

B1 - Threshold level (intermediate) (the person can understand the main ideas of a discourse, if

standard language is used and if it is about familiar things from work, school, free time, etc. Can cope with most language situations encountered when travelling to countries where the language is spoken. Can express themselves simply and related to the context about familiar topics and personal areas of interest).

B2 - High intermediate level (the person can understand the content of complex texts related to concrete and abstract topics. The person can get along spontaneously and fluently in a normal conversation with natives which develops well and without any great effort between the parties. Can express oneself on a wide range of topics in a clear and detailed manner, to take a position on a current issue).

C - Skilled user:

C1 - Proficiency level (advanced), (the person can understand a wide range of sophisticated, long texts and convey implicit meaning. They can express himself spontaneously and fluently, often without the need to ask the right words. They can use language effectively and eloquently in social and professional life, or at school or university. The person can express himself clearly, in a structured and fluent manner about complex matters and use appropriately diverse language tools for different discourses).

C2 - Level of ability (language mastery), (the person can understand practically everything he reads or hears without any difficulty. He can summarize information from different written or oral sources and reproduce from them reasons and explanations in a coherent way. The person can express himself spontaneously, fluently and clearly and clearly display fine nuances of meaning in complex matters).

Components of the foreign language proficiency exam according to the CEFR levels

The components of the foreign language proficiency exam LEVEL A1 are: A1 level exam tests four skills: listening, reading, writing, speaking. The sections are as following:

First section (30 minutes) - Reading comprehension test, with 20 questions in total.

Five short texts are placed that are simple sentences from everyday life, such as announcements with 3-4 short and simple sentences. The questions are constructed for the semantic and grammatical aspect. The question is built with alternatives.

Second section (30 minutes) – Test of writing ability

Unlike the other levels, in this case the candidate is required to fill in a form (e.g. name, number, address).

Third section (15 minutes) - Listening skill test.

A few short announcements are read to the candidate and then questions are asked for very specific information, such as a specific time, ticket price, etc. The texts are in simple language and from everyday situations.

Fourth section (10 minutes) – Speaking ability test

The candidate is asked for very simple and basic information, such as name, address, phone number, communication with phrases and short sentences related to the exchange of information from everyday life.

Candidates must demonstrate that they can produce basic information about themselves and also understand when such information is required.

Note:

Each section has 25 points and the candidate must score at least 45 points to pass the level.

Components	Points
Reading	xx/25
Writing	xx/25
Listening	xx/25
Speaking	xx/25
	TOTAL 100

The components of the A2 LEVEL foreign language proficiency exam are: The A2 exam tests all four skills: listening, reading, writing and speaking. The sections are as follows:

First section (30 minutes) - Reading comprehension test, with 20 questions in total.

The texts consist of short and simple sentences, with themes from everyday life. The questions are with alternatives, for semantic and grammatical aspects.

Second section (30 minutes) - Writing test

The candidate should write a simple letter or email, asking for basic information and can write basic information about themselves.

Third section (15 minutes) - Listening test

The candidate reads 2 texts, the first is a simple announcement and the questions are related to very specific information, such as schedules, prices, names, etc.

The second text has more complex vocabulary and again the questions relate to specific information within the text.

Fourth section (10 minutes) - Speaking test

The candidate is asked questions starting with basic information, such as spelling name, number, and continuing with questions for more detailed information, such as leisure activities, or what the candidate likes or dislikes.

Candidates must demonstrate that they can produce basic information about themselves and also understand when such information is required, as well as manage to establish communication with the interlocutor.

Note:

Each section has 25 points and the candidate must score at least 45 points to pass the level.

Components	Points
Reading	xx/25
Writing	xx/25
Listening	xx/25
Speaking	xx/25
	TOTAL 100

The components of the foreign language proficiency exam LEVEL B1 are:

Exam B1 tests the four skills: listening, reading, writing and speaking. The sections are as follows:

Section 1 (45 minutes) – Reading comprehension test, with a total of 30 questions.

Includes:

- five real-world announcements, messages and other short texts, various descriptions in short texts on a given topic.
- a longer text to understand in more details , the gist, conclusion and general meaning, as well as the attitude and opinion of the writer.
- a shorter text to fill in the blanks with the given words.

Section 2 (45 minutes) – Test of writing ability. This part consists of two writing prompts: an e-mail as well as either an article or a story. Each piece of writing should be around 100 words.

Section 3 (20 minutes) – Testing listening skills

The test consists of 2 (two texts) that are read by an advanced foreign language speaker and consists of 10 questions. The first text is from an everyday situation and the candidate is asked 5 questions about the information in the text. The second text is academic in nature and consists of 3 argumentative questions that are based on facts and arguments within the text. Candidates are allowed to take notes.

Question types are multiple choice and complementary.

Section 4 (10 to 12 minutes) – Speaking ability test. The speaking test consists of four short parts, the first two the candidate speaks on his own about two questions that are addressed and the second two are a conversation with the tester.

Includes answers to questions, descriptions, discussions on interests, references, experiences, opinions, habits, etc.

Candidates must demonstrate how well they can produce spontaneous spoken language.

Note:

Each part has 25 points and the candidate must score at least 45 points to pass the level.

Components	Points
Reading	xx/25
Writing	xx/25
Listening	xx/25
Speaking	xx/25
	TOTAL 100

II.2.1 The components of the B2 LEVEL foreign language proficiency exam are:

The B2 exam tests all four skills: listening, reading, writing and speaking. The components are as follows:

Part 1 (60 minutes) – Testing reading comprehension, grammar and vocabulary. This section has a total of 30 multiple choice questions, fill-in questions and combination or association questions.

Texts in the test can be articles in newspapers and magazines, reports, fiction, advertisements, letters, messages, informational materials (e.g. brochures, guides, manuals, etc.).

Includes:

- a text with several multiple choice questions. Each question has four alternatives (A, B, C or D), and candidates must decide which is the correct answer;
- a text with some missing words (gaps). Candidates must think of the correct word for each gap;
- a text in which some words are missing. After the text there are four possible answers for each blank and candidates must choose the correct answer (A, B, C or D);

Part 2 (60 minutes) – Test of writing ability. Two texts will be written, each of 140 to 190 words. The first requirement is an essay. For the second request, a choice is given between different text formats: article, paper, review, etc.

Part 3 (25 minutes) – Listening skill test.

It tests the ability to follow and understand a range of familiar spoken material, such as news programmes, public announcements and other sources, but aimed at candidates' general and practical interests.

The texts are read by an advanced foreign language speaker and consist of 10 questions. The first text is from an everyday situation and the candidate is asked 5 questions about the information in the text. The listening test determines the candidate's ability to understand spoken foreign language, assesses the ability to understand main ideas and accurate factual information, identify the speaker's tone and

emotion, opinion, point of view and intent.

Part 4 (10 to 12 minutes) – Test of speaking ability.

The speaking test consists of four short parts. In the first two, the candidate speaks on his own about two questions addressed to him, and in the second two, there is a conversation with the tester.

Includes answers to questions, descriptions, discussions on interests, preferences, experiences, opinions, habits, etc.

Candidates must show how well they can reproduce a text of the everyday spoken language.

Note:

Each part has 25 points and the candidate must score at least 45 points to pass the level.

Components	Points
Reading	xx/25
Writing	xx/25
Listening	xx/25
Speaking	xx/25
	TOTAL 100

The components of the foreign language proficiency exam LEVEL C1 are:

The C1 exam tests the four skills: listening, reading, writing and speaking.

Description of Language Level C1

Level C1 is called independent level. This level is characterized by the use of a wide range of discourses that encourage a free and spontaneous communication:

The candidate can express himself freely and spontaneously almost effortlessly. Has a good command of a wide lexical repertoire, the gaps of which are filled by means of paraphrases. Rarely asks for expressions in an inconspicuous way and rarely uses their avoidance strategies. Only a conceptually difficult topic can prevent the conversation from developing naturally.

The components are as follows:

First part (60 minutes) - Reading test

The test consists of 2 texts and 40 questions in total. The first text can be an article with general everyday information, while the second text should be academic, from a specific field. The questions must have alternatives and short answers, both for grammatical aspects (e.g. which word replaces X pronoun) and for linguistic and meaning aspects (e.g. synonyms, antonyms, paraphrases, meaning or summary sentences of the text).

Second part (60 minutes) – Writing test

The candidate must write an essay of 250-300 words.

The topic of the essay will be predetermined and the candidate will be assessed if he has fulfilled all the elements of an essay, from structure to spelling errors, managing to write a coherent and academic text.

Third part (40 minutes) – Listening test

The texts are read by an advanced foreign language speaker and consist of 10 questions. The first text is from an everyday situation and the candidate is asked 5 questions about the information in the text. While the second text is of an academic nature and again 5 questions are asked about the text. Meanwhile, the candidate can take notes.

He/she is tested for the ability to understand texts of various natures, is able to understand information that is implicit, also identifying the tone, intonation and point of view of the speaker.

Fourth part (15-17 minutes) – Speaking test

The test consists of 4-5 questions. The first 2 questions are of a general and descriptive nature. While other questions require argumentation on certain issues, where the candidate is required to take a stand and justify his/her decision, using synonymous phrases or paraphrasing. The sentences should be well structured, with compound sentences, with proper pronunciation and rich and specific vocabulary for the topic.

Note:

Each part has 25 points and the candidate must score at least 45 points to pass the level.

Components	Points
Reading	xx/25
Writing	xx/25
Listening	xx/25
Speaking	xx/25
	TOTAL 100

II.3.1. The components of the foreign language proficiency exam LEVEL C2 are: The C2 exam tests the four skills: listening, reading, writing and speaking.

Description of level C2

Level C2 is called Complete Mastery of the language,

The aim is to characterize the degree of accuracy, adaptation and fluency of the language in the discourse of those who have been high level students. Descriptors listed at this level include:

Candidates convey nuances of meaning accurately using a wide range of distinctive forms correctly; have a good grasp of idiomatic and familiar expressions associated with the corresponding connotations they can express; retrieve and reformulate a difficulty without being noticed by the interlocutor.

The components are as follows:

Part 1 (60 minutes) – Reading comprehension test, grammar and vocabulary.

This section has a total of 30 multiple choice, complementary and matching questions.

The texts selected for the test can be varied and cover different areas of everyday and professional life such as newspaper and magazine articles, reports, fiction, advertisements, letters, messages, informational materials (e.g. brochures, guides , manuals, etc.):

Included:

- a text with several multiple choice questions. Each question has four options (A, B, C or D), and candidates must decide which is the correct answer;
- a text with some missing words (gaps). Candidates must put the correct word in each gap so that the text makes sense;
- a text in which some words are missing. After the text there are four possible answers for each blank and students must choose the correct answer (A, B, C or D).

Part 2 (60 minutes) – Test of writing ability. You will write two texts, each of 200 to 250 words. The first requirement is an essay.

For the second prompt, you are given a choice between different text formats: article, reflection, review, etc.

Part 3 (15-17 minutes) – Testing listening skills.

It tests the ability to follow and understand a variety of familiar spoken materials, such as reports, professional project presentations, news programs, public announcements and other sources, but aimed at the candidates' general and professional interests.

The texts are read by an advanced foreign language speaker and consist of 15 questions.

The first text is from an everyday situation and the candidate is asked 5 questions about the information in the text.

The listening test determines your candidate's ability to understand spoken foreign language, assesses the ability to understand main ideas and implied information, identify the speaker's tone and emotion, opinion, point of view and intent.

Part 4 (15 to 17 minutes) – Test of speaking ability.

The speaking test consists of four short parts, the first two the candidate speaks on his own about two questions that are addressed and the second two are a conversation with the tester.

Includes answers to questions, descriptions, discussions on interests, preferences, professional experiences, reports, arguments, opinions, habits, etc.

Candidates must demonstrate the best quality of discourse in both grammatical accuracy and emotional nature and subtleties of spontaneous spoken language.

Note:

Each part has 25 points and the candidate must score at least 45 points to pass the level.

Components	Points
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Reading	xx/25
Writing	xx/25
Listening	xx/25
Speaking	xx/25
	TOTAL 100

Note:

The exam paper is drawn up every month by the relevant commissions set up at the basic unit according to the levels requested by the candidates at the time of registration.

III. The regulation for registration in the exam

The language exam takes place according to the calendar published on the website of the Faculty of Foreign Languages. The exam starts at 09.00.

- Any person can register to take the proficiency exam with the relevant documents in two ways, by presenting at the relevant office in the premises of the Faculty of Foreign Languages or via the email address: mbrojte_gjuhe.fgjh@unitir.edu.al

- The necessary documents to register for the language proficiency exam are:

- a) Identification document (ID card or passport, no other means is valid for registration);
- b) Exam fee payment mandate.

Note: In case of a change in the means of identification, the candidate is presented in advance with the new means of identification and a family certificate (in case of a change of surname) or a certificate from the relevant institution (in case of damage to the means of identification).

- The candidate who cannot be present on the day of the exam, although he has registered and paid, may request the postponement of the exam for the following month at least 5 (five) days before the exam. No refund is provided.

- Registration must be completed up to 10 (ten) days before the exam.

- The fee for the exam is 6,000 ALL.

IV. Assessment of the foreign language exam

The exam will be assessed with points and language levels according to CEFR, elements which will be reflected in the language proficiency exam certificate.

Language components will be assessed in this way:

1. Reading 25 points
2. Writing 25 points
3. Listening 25 points

4. Speaking 25 points

V. Foreign language proficiency certificate:

- The candidate can withdraw the certificate of the language exam 20 days after the day of the exam.
- It is open-ended;
- It is issued in the relevant language of the exam;
- It is issued only once;
- Recognized by Albanian institutions;
- A certificate of result can be withdrawn at any time, if one is requested.

VI. Exam administration

- Candidates are presented 30 minutes before the test.
- Candidate identification means are checked.
- Candidates are guided to the hall and sit in the seats assigned by the administrators.
- The instructions in Albanian for standing during the test are read.
- At the appointed time, exam papers are handed out for the reading part. No candidate should return the papers without handing out all the papers/booklets.
- The sheets of the reading section are collected.
- The sheets of the writing section are distributed.
- The relevant clarifications are read.
- No candidate is allowed to go out without collecting all the written tests.
- Lists of candidates' names are displayed outside each hall for the listening and speaking tests.
- The exam results are announced 5 days after the exam

