

University of Pittsburgh
CERTIFICATION OF ENGLISH LANGUAGE FLUENCY FOR TEACHING

Social Security Number	Name
Certification (Enter Code:) <div style="display: flex; align-items: center;"> <div style="border: 1px solid black; width: 40px; height: 40px; margin-right: 10px;"></div> <div style="text-align: center;"> Date M D Y Y Y Y </div> </div>	Academic Center/Department
	Title/Rank
	Start Date

Codes: Y—Certified to Teach N— Not Certified L— Certified for Lab Instruction Only E— Exempt from Certification

Please check one of the following blocks to indicate the basis for the above certification.

The appointee is certified to teach.

(You must check **one** of the following reasons.)

- The appointee's native language is English.
- The appointee is a **faculty member, instructional staff member, or other academic employee**, has been informed of the content and the educational objectives of the courses in this academic center or department and has been interviewed by both the academic dean or department chairman and a senior member of the faculty. On the basis of these interviews, it has been determined that the appointee's level of English language fluency is completely adequate for effective communication with the students who will take courses in the academic center or department.
- The appointee is a **Teaching Assistant or Teaching Fellow** and has taken the English Language Comprehensibility test administered by the English Language Institute. The appointee received the following score, which is above the minimum approved for classroom instruction: SCORE: _____

Lab Only The appointee is a **Teaching Assistant or Teaching Fellow** and has taken the English Comprehensibility test administered by the English Language Institute. The appointee received the following score, which is acceptable for **Laboratory Instruction only**: SCORE: _____

No The appointee will not teach or is not certified to teach and therefore will not teach.

Exempt The appointee's work will be limited to courses in which the primary language of instruction is not English

I certify that this determination has been made in accordance with University Policy 02-02-16, Certification of English Language Fluency for Teaching, and this appointment is in compliance with the English Fluency in Higher Education Act of the Commonwealth of Pennsylvania.

Signature of Academic Dean/Department Chairman _____

Date _____

Name and Title (Please Print) _____

Academic Center/Department _____

Office Use Only

Processed by _____

Date _____