



**Request to Take a Language Examination**

*This request must be made to the examiner in question no later than thirty days prior to the beginning of the examination period in which the student expects to take the examination. A separate request must be made to take each examination.*

To: \_\_\_\_\_  
(printed name of the examiner)

I, \_\_\_\_\_ request to take a language  
(printed name of student)

examination in \_\_\_\_\_ during the  
(language)

\_\_\_\_\_ examination period, \_\_\_\_\_  
(Fall, Winter, or Spring) (year)

\_\_\_\_\_  
(signature of student) (date)

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*The student should secure the signature of the examiner and then submit the signed form to the Secretary, so that the examination can be scheduled.*

To: *Program Secretary*

I approve the scheduling of this examination as requested.

Examiner: \_\_\_\_\_  
(signature) (date)