



PO Box 2098, Everett, WA 98213
www.everettsd.org

Date: December 18, 2017

To: «First_Name» «Last_Name»

From: Curriculum & Assessment Department

Regarding: World Language Proficiency Exam

«School_Name»

Student ID: «DSID»

Current Grade: «Grade»

Attached is the score report from your recently completed world language proficiency exam. Your score in each of the skill areas is listed below.

Assessment Name	Skill Area	Date Tested	Institution	Score
«Assessment_Name»	Reading	«Assessment_Date»	«Institution»	«Reading_Score»
«Assessment_Name»	Writing	«Assessment_Date»	«Institution»	«Writing_Score»
«Assessment_Name»	Listening	«Assessment_Date»	«Institution»	«Listening_Score»
«Assessment_Name»	Speaking	«Assessment_Date»	«Institution»	«Speaking_or_Oral_Score»

Based on these results and according to district policy 2415, these proficiency results qualify the student to receive **«Eligible_HS_Credits»** high school credit(s). If you would like these scores posted to your permanent transcript, both student and parent/guardian must sign and date this document and return to the school's registrar.

If you have previously taken this language proficiency exam and transcribed those credits earned, you will only be entitled to transcript any additional credits earned. If you earned fewer than 4 credits, you may register to take this exam again.

I am requesting that the equivalent world language credit(s), **«Eligible_HS_Credits»** in **«Language»**, be posted to my permanent high school transcript with a grade of satisfactory (S). I understand that once this credit has been posted to my transcript, it cannot be removed.

Student Signature _____ Date _____

By signing below, I am requesting that the equivalent world language credits be added to my child's permanent high school transcript with a grade of satisfactory (S). I understand that once this credit has been posted to my child's transcript, it cannot be removed.

Parent/Guardian Signature _____ Date _____

Please return this completed form with the original score report to the school's registrar.