

U.S. Department of State Regulations

The Department of State provides three ways to verify and document a scholar's English language proficiency:

1) An objective, recognized English language test

The following scores are acceptable to fulfill the English proficiency requirement. Host departments may choose to require different scores and validity dates of scores specific to their programs.

- [International English Language Testing System \(IELTS\)](#) -a score of 6.5 or higher on the academic module
- [Test of English as a Foreign Language \(TOEFL\)](#) - a score of 80 or higher on the iBT; or 550 or higher on the paper-based exam (PBT); or 213 or higher on computer-based.

2) Signed documentation from the scholar's academic institution or English language school

To satisfy the U.S. Department of State criteria, the certification by an academic institution or English language school must include the following on school letterhead stationery. Use the recommended [template letter](#):

- Name of scholar
- Issue date
- Title of school official
- Printed name of school official
- Signature of school official such as a Chair, Professor, Dean, PI, Academic Advisor, or English language instructor.
- Statement that the scholar has, "sufficient proficiency in the English language to participate successfully in his or her program **AND** to function on a day-to-day basis.

3) A documented interview conducted by the UCB faculty sponsor/host department designee

The interview should be conducted by someone who has the authority to evaluate the scholar's credentials for success in their program. This might include, but is not limited to, the UCB PI/Faculty Sponsor, Director, Dean, Human Resources Personnel, or Program Manager. This individual must be able to justify the scholar's English language ability to the U.S. Department of State.

To satisfy the U.S. Department of State criteria, the documented interview must include the following on UC Berkeley letterhead stationery. Use the recommended [template letter](#):

- Name of scholar
- Date of interview
- Title of UCB faculty sponsor/host department designee
- Printed name of UCB faculty sponsor/host department designee

- Signature of UCB faculty sponsor/host department designee who conducts interview.
- Statement describing that the interview was conducted in one of the following ways:
1) in-person, **2)** by videoconferencing or, **3)** by telephone if videoconferencing is not a viable option.
- Statement that the scholar has, "sufficient proficiency in the English language to participate successfully in his or her program **AND**to function on a day-to-day basis."