

TO: Hosts of J1 Visa holders

FROM: Julie Goettge, Department of Physics and Astronomy

DATE: June 4, 2015

RE: English Proficiency Requirement

Greetings,

The US government requires Ohio University to assess a prospective Exchange Visitor's level of English proficiency. That means anyone you want to host on a J1 Visa will need an English assessment done.

The Exchange Visitor English Proficiency Statement provides a list of options that will fulfill this requirement. Option #4 will need to be completed if options 1-3 are not applicable.

Option #4 requires an interview by two people within the department with whom the individual will be working. I've established a generic form with a list of questions that may be asked in order to get a good understanding of their English capabilities. You're encouraged to ask them questions relating to their field of expertise and projects they will be working on with you. Numbers 8 and 9 on the list of questions is open for this reason.

Please read the Speak Rating Guide before you begin and pay close attention to their pronunciation, accents and stresses in the words and consonant combinations. Consider their listening skills and how they respond to your questions. Then, *use the Speak Rating Guide and highlight your assessment as you go.*

Remember, you will be working closely with the individual, but they will need adequate English speaking skills to work with others in the department such as students and staff. If they've done poorly, then think about what attributes would disqualify them and indicate that on the assessment.

Finally, provide an overall assessment of their English proficiency.

Visitor Name _____ Date: _____

Time: Beginning _____ End _____ Total duration: _____

Type of Interview: in-person _____ Skype _____ Telephone _____

1. Tell me about where you grew up.
2. Why do you want to come to Ohio University?
3. Do you like to cook and what is your favorite meal?
4. Do you have any hobbies? Tell me about them.
5. Where in the world have you travelled and tell me about your favorite place?
6. The weather has been extremely cold here in the winter, tell me about the weather where you live?
7. If you had a favorite project to work on, what would it be and why?
8. _____
9. _____

Assessment: see the attached Speak Rating Guide

Overall Assessment: _____

Interviewer: _____
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Interviewer: _____
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Speak Rating Guide (10/99)

Score	Communication effectiveness and comprehensibility
3.0	<p>Communication is always effective, free, and may go even beyond the task. No effort needed to understand.</p> <ul style="list-style-type: none"> • Strong responses with effective use of all competencies (strategic, functional, sociolinguistic, discourse, and linguistic). Uses sophisticated expressions. • Fluency: smooth and effortless flow making understanding easy; native-like delivery • Pronunciation: always intelligible with only very minor problems.
2.5	<p>Communication generally effective and fairly free Listener must make little effort to understand</p> <ul style="list-style-type: none"> • Strong response although linguistically a few unusual expressions or minor problems; usually good range in vocabulary & grammar. Good use of competencies; generally appropriate and coherent • Fluency: smooth delivery generally, but some unnatural pauses or awkward flow. • Pronunciation: easily intelligible, but may have some consistent or minor problems
2.0	<p>Communication somewhat effective; speaker needs to make effort Listener must make some effort to understand</p> <ul style="list-style-type: none"> • Adequate responses, but may show problems with other competencies, e.g. be overly simple, disconnected, or use distracting repair strategies. • Linguistically fairly limited, with less range of vocabulary & grammar, and errors present. • Fluency: Pauses & choppy flow; delivery overly slow or fast, but doesn't strongly interfere. • Pronunciation: generally intelligible, but some errors of a fairly strong accent hinders understanding.
1.5	<p>Although communication is generally ineffective, some takes place Considerable effort needed by listener, and exerted by speaker</p> <ul style="list-style-type: none"> • Weak, unclear responses that may not fully address the task • Limited linguistic competency masks the other competencies; disjointed, simple answers with a lot of errors possible; limited vocabulary & grammar. • Fluency: pauses, hesitant flow or speed interfere with communication • Pronunciation: frequent errors or heavy accent often makes communication unintelligible

1	<p>Ineffective communication, even when speaker makes great effort Listener must make a huge effort and then can get some understanding</p> <ul style="list-style-type: none"> • Fragmented, incomplete, rambling or not relevant responses • Little linguistic competency, with vocabulary lacking and frequent grammar errors • Fluency: many pauses and halting delivery severely interfere with communication • Pronunciation errors and a heavy accent make much of the response unintelligible
0.5	<p>Very ineffective communication, with speakers mostly silent or just repeating the prompt Listener can understand only a few words, even with supreme effort</p> <ul style="list-style-type: none"> • Responses seem not to fulfill the task; lack of linguistic control • Fluency: Very halting and fragmented delivery • Pronunciation: almost entirely unintelligible
0	<p>No answer given</p>

Adapted from: F. Douglas, *Speak Rating Guide*. Iowa State University, Ames: IA.