To: Associate Deans group  
From: Heather Kretz, Director of Admissions  
Re: Foreign language admission requirement exception policy

The Office of Admissions proposes a change in the policy related to the foreign language requirement needed for admission to the university. The official change that would be listed in the Catalog pg. 9 and the admissions publications/website would be to add the following (in red):

---

Foreign Language** (in a single language)  2  
TOTAL  17***

*In almost all high school curricula, algebra II or higher/advanced algebra is the third college preparatory mathematics course required.  
**Exceptions to the foreign language requirement for admission may be made for students whose first language is not English.  
***Students who begin taking high school course work prior to high school (e.g. mathematics, foreign language) must still present a total of 15 academic credits (English, mathematics, natural science, social science, and foreign language) in grades 9-12.

---

The following guidelines will be used to determine exception granted:

• If a student is admitted into CAP, the foreign language requirement for admission can be waived.  
  
  Rationale: By way of admission to this program, the students have been identified as needing assistance with English skills. We don’t need the second language barrier placed on them as they are learning a second language – English.

• If a student comes to the US in elementary, middle school or high school and English is their second language and is not spoken in the home we waive the requirement for admission. If we cannot tell from their application, we will get verification.

• If English is their second language and English is also spoken in the home, we can provide a test for them to demonstrate native language competency on a case by case basis. (A professor of Spanish or Hmong will provide a 101 final exam used to assess competency met for admission.)