

**JAPANESE PROFICIENCY EXAM**  
Return by January 15, 2010



**General Description:**

Exams will be sent to proctors during the first week in February. Testing typically takes place sometime during mid-to-late February, as arranged between you and your proctor. All exams must be completed and returned to the Inter-University Center administrative office at Stanford University for scoring by March 3, 2010. If you will not be able to meet this schedule, please call our office immediately to discuss your situation.

In rare cases, an applicant will be found to score at such a high level on the Proficiency Exam that it seems unlikely we would be able to place him or her in a class of students of comparable ability. In such cases, we must regretfully decline admission to the candidate. However, every year the pool of applicants seems to grow stronger in language preparation so the case mentioned above is less likely to occur and we would not want to discourage even very skilled students from applying.

**Inter-University Center Member Institution Applicants:**  
Students who are currently enrolled at an IUC member institution will take their IUC Japanese Proficiency Exam at that institution. Proctors have been pre-arranged. Proctors will receive your name, telephone number and email from the Stanford office and they will independently arrange for test times/dates. If you have questions regarding your proctor or exam date, please contact the Stanford administrative office.

**Non-Member Institution Applicants or Applicants Not Presently Enrolled:**  
If you are presently enrolled at a non-member institution or not presently enrolled in school, you will need to obtain a professor or professional willing to proctor your IUC Japanese Proficiency Exam. Materials will be sent to your proctor sometime during early February. All exams must be completed and returned to the IUC administrative office at Stanford University for scoring by March 3, 2010. If you will not be able to meet this schedule, or if you have further questions about obtaining a proctor, please contact the Stanford administrative office immediately.

\_\_\_\_\_  
Student Name (please print)

\_\_\_\_\_  
Telephone No. during January/February

\_\_\_\_\_  
College/University affiliation

\_\_\_\_\_  
Email address during January/February

**If applying from a non-member institution or not presently enrolled, please provide your proctor information below (in English). Proctors must be someone with whom you have a professional or academic relationship (i.e., we will not send exams to roommates, work colleagues, parents, family, etc.)**

**NOTE:**  
**NO PO BOXES!** Materials will be sent to proctor via Federal Express and must include a street address.

**PROCTOR NAME AND BUSINESS MAILING ADDRESS:** (including professional title)

**PROCTOR TEL:**

**PROCTOR EMAIL:**

**PROCTOR FAX:**