

Preparatory Language Course Organization (Lettorati) for Degree Programs offered by the Department of Studies in Language and Culture

GUIDELINES

Course Offerings

In order to graduate, some degree programs require students to achieve a language competence level as defined by the Common European Framework of Reference for Languages. In detail:

- the “Lingue e Culture Europee Bachelor’s degree (LCE)” requires at least a C1 in the first language and B2 in another language
- the “Storia e Culture Contemporanee Bachelor’s degree (SCC)” requires at least a B2 English level
- the “Languages for Communication in international enterprises and organizations (LACOM)” Master’s degrees and “Lingue, Culture, Comunicazione (LCC)” require a C2 in the first language and at least a C1 in the second language

Any higher level will be a plus and may positively affect the final grade assigned by the teachers holding core courses.

The final language competence level is assessed through an exam named LANGUAGE COMPETENCE LEVEL (LCL) prepared by the University Language Centre (CLA)’s teachers and it is required by LCE, LACOM and LCC degree programs for graduation.

In order to achieve the language competence levels required, students attending LCE, LACOM and LCC courses will have to achieve a minimum level of language communicative skills by attending preparatory language courses (see *diagram 1-3* for further details).

Students will join different preparatory language courses according to their preliminary language level. Second and third-year students will join preparatory language courses organized by the CLA according to the average students’ level for each course year. Preparatory language courses are full year courses with no more than 25 attendees per course.

Both attending and non-attending students of LCE first and second year, SCC first year and LACOM and LCC first year, will be evaluated through final or ongoing tests to check the achievement of the minimum language proficiency levels (see *diagram 1-3*).

Bachelor’s degree (LCE)

LCE students having an international language certificate for the proficiency level required by the end of any of the three years are **EXEMPT from taking both the final test and LCL exam** in their first and second languages. However, **having a certificate does NOT exempt students from attending** any of the preparatory language courses of the three academic years. Students can submit more than one language certificate.

As far as the prova di lettorato is concerned for first and second year LCE students, as of the 2021/2022 cohort, these students should refer to the paragraph “Prove di lettorato as of the 2021/2022 cohort”.

Demonstration of the target level is a **necessary requirement** for first and second year exams to be signed off (*verbalizzazione*) by the course professor. The LCE third year English language professor’s exam may, on the other hand, be taken without first passing the LCL language proficiency test.

Third language (LCE students only)

The minimum final language competence level required for third languages is reported in diagram 4 and cannot, in any case, replace the minimum level required by first and second languages (diagram 1).

Bachelor's degree (SCC)

SCC language entry level will be assessed with a specific test or after a language certificate is presented. The international certificate must be at least B2 and in its original copy, and it must be submitted to the instructor teaching the courses, providing that it is listed in the table of those accepted by CLA. Passing the test or presenting such a certificate will exempt students from compulsory attendance of the English preparatory language courses and from taking its related final test (first year). Students who fail the test or do not submit any certificate must attend preparatory language courses and pass their related final tests to have access to the English course exam.

As far as the *prova di lettorato* is concerned for first year SCC students, as of the 2021/2022 cohort, these students should refer to the paragraph "Prove di lettorato as of the 2021/2022 cohort".

Demonstration of the B2 minimum target level by means of final course testing or international certification is a **necessary requirement** to be able to take the course professor's exam (diagram 2).

Master's degrees (LACOM/LCC)

LACOM and LCC students having either two C2 language certificates or a C2 language certificate in their first language of study and a C1 language certificate in their second language of study, are **EXEMPT** from taking preparatory language courses final test and LCL exam.

If the certificate refers to a lower proficiency level than the one required by the end of the year, **it does NOT exempt them from attending the first year preparatory language courses and from taking the related final test**. In this case, at the end of the first year, students must prove that their language proficiency corresponds to the language competence level required, as listed in Diagram 3. Such proficiency will be assessed through ongoing tests for attending students and with a specific final test (*prova sommativa*) for non-attending students.

Preparatory language course attendance is **highly recommended** for all the students, including those who already have a certificate corresponding to the final proficiency level required.

As far as the *prova di lettorato* is concerned for first year LACOM and LCC students, as of the 2021/2022 cohort, these students should refer to the paragraph "Prove di lettorato as of the 2021/2022 cohort".

Demonstration of the target level is a **necessary requirement** for LCL exams to be signed off (*verbalizzazione – diagram 3*).

Attending students

70% course attendance is required to be considered an attending student.

Attending students will be assessed through in-class evaluations based on the skills required by the Common European Framework of Reference for Languages: listening, reading, writing, oral interaction and production.

Ongoing tests for attending students will be prepared by language instructors (CEL – Collaboratori ed Esperti Linguistici).

Non-attending students

Non-attending students, fuori corso students or those who have not been assessed will have to take a final test (*prova sommativa*) to be assessed on the skills trained during the full-year course.

Language proficiency tests for non-attending or underperforming students (*prove sommative*) will be held three times a year in December or January, May or June, and between August and September.

Access to exams

LCE students must achieve the required language level in order to have first- and second- year language exams registered. On the contrary, the LCE third year core language exam can be taken independently from LCL exams.

As mentioned above, SCC students are required to achieve at least B2 level to access the core language exam.

Languages for Communication in international enterprises and organizations (LACOM) and Lingue, Culture, Comunicazione (LCC) students must achieve a minimum language proficiency level by the end of the first year to have access to first and second language LCL exams. The minimum level achievement can be assessed through an ongoing or a final test, implying that the first chance to take the LCL exam is during the summer session (June) at the end of the first year.

LACOM and LCC students have access to first- and second-year core language exams independently from LCL exams.

Language proficiency tests (prove sommativa or prove di letterato)

For first and second year LCE students and first year SCC students, as of the 2021/2022 cohort, all students must sign up to the lecturer's exam (prova di letterato) on Esse3, to enable the registration of the lecturer's assessment from the course. This procedure is required for both attending students, who will have completed in-course assessment, and non-attending students who will be required to complete the Language proficiency tests for non-attending or underperforming students (prova sommativa). All students must demonstrate the required language level in order for the first and second year course professor's exams to be signed off.

First year LACOM and LCC students, as of the 2021/2022 cohort, must demonstrate the minimum required level in in-course assessment or the prova sommativa in order to access the LCL.

This procedure concerns both attending and non-attending students. Moreover, this exam will be available for registration under the LCL exam which is required to be taken.

The language proficiency tests for non-attending or underperforming students (prova sommativa) will be held three times a year, in December or January, May or June, and August or September.

Language Competence Level (LCL)

Language Competence Level (LCL) must be achieved and certified before graduation, both for bachelor's and master's degrees. In particular:

- B2 level for LCE second language
- C1 level for LCE first language, LACOM and LCC second language
- C2 level for LCC and LACOM first language

Language Competence Level (LCL) final mark

The Language Competence Level (LCL) needed to graduate complies with the Common European Framework of Reference for language levels. It is assessed by CLA's teachers through an exam based on international language certificate tests. Proficiency in the required level will be recorded on Esse3.

Additional information about English, French, German and Spanish LCL exams can be found on the "LCL" section of Moodle: <https://moodle.unimore.it/course/view.php?id=12561>

LCL exams apply to LCE, LACOM and LCC degrees only.

Other certifications

The final language competence level can be replaced by an international recognized certification for the same level. The minimum linguistic levels to be achieved are the following:

- B2 for LCE second language and SCC English language
- C1 for LCE first language, LACOM and LCC second language
- C2 for LCC and LACOM first language

Equivalent certifications can be found on the CLA website:

<https://www.cla.unimore.it/site/home/certificazioni.html> (regularly updated).

The certifications replacing LCL tests that do not indicate any expiry date do not have any expiration.

Further Language Competencies (Ulteriori Competenze Linguistiche - UCL)

Students who certify levels of language competence beyond the level required, and documented by international certification or a University Language Centre (CLA) exam, will have this level recognised with extra credits.

Extra credits are validated as “Other” credit types in students’ study-plan transcripts.

In particular:

For LCE: only one further certification of competences, with respect to the language level registered officially, at C1 or C2 level is recognised. However, due to the fact that the only C2 level exam is in English, English is the only language for which further language competences may be requested. 3 credits are awarded for further competences and are indicated as “chosen credits” or “other credits”, if in pre-graduation checks the student requires credits in the “other” category and all other categories of credits have been covered.

For LACOM and LCC only one further certification at C2 level will be recognised with 3 credits (CFU). These credits will be inserted as “chosen credits” or “other credits”, if in pre-graduation checks the student requires credits in the “other” category and all other categories of credits have been covered.

Equivalency recognition of language tests taken abroad

Students who have taken part in international programmes can have the department language proficiency exam (LCL) in their first-choice or second-choice language, signed off as ‘passed’ if one of the following conditions have been met:

1. the student is in possession of a specific certification demonstrating that they have reached the required level. Such certification must not only respect Transcript of Records, but must also be formally issued by the partner university on headed paper and must be presented to the coordinator responsible together with the request for the validation of exams taken abroad. All of this documentation must unequivocally show that the student has reached the language level required and attended the courses in question and passed any assessment.

or

in the Transcript of Records of the student’s studies abroad, the CEFR level reached and the results of assessment carried out on the ECTS scale must be indicated.

Diagram 1 - UNDERGRADUATE DEGREES

Lingue e Culture Europea - European Languages and Cultures

1st Year LCE

I have a minimum **B1 level certificate (English), A2 level certificate (French, German, Spanish)** recognised by the language centre (CLA) and / or EsaBac Diploma

I can ask for **exemption** from the **prova di lettorato** by sending my certificate to my course language lecturer for the language in question

I do not have an international certificate

I will take the prova di lettorato at the end of the 1st year, ensuring I have signed up on Esse3: this can be booked from among the listed curriculum subjects (eg. "Lingua Inglese")

I am an attending student ($\geq 70\%$ of the lessons):
I will complete class assessment

I am a non-attending student ($< 70\%$ of the lessons):
I will take the *prova di lettorato*

If I have not taken the prova di lettorato or I have been assessed as *non idoneo*, I cannot sign up on Esse3 for the exam (written/oral) with the class professor (eg. "Lingua Inglese")

NB: depending on the entry level, based on the possession of certification or an entry test/OFA, students will be placed into lecture groups according to their level of language competence.

Students from the 2021/2022 cohort onwards, must pass the prova di lettorato to be able to sign up for the class professor's exam (eg. Lingua inglese).

Possession of a certificate does not justify non-attendance of the language lectures, which are still **highly commended** to students.

2nd Year LCE

I have a minimum **B1 level certificate** recognised by the language centre (CLA) and / or EsaBac Diploma

I can ask for **exemption** from the **prova di lettorato** by sending my certificate to my course language lecturer for the language in question

I do not have an international certificate

I will take the prova di lettorato at the end of the 2nd year, ensuring I have signed up on Esse3: this can be booked from among the listed curriculum subjects (eg. "Lingua cultura e istituzioni dei paesi di lingua Inglese")

I am an attending student ($\geq 70\%$ of the lessons):
I will complete class assessment

I am a non-attending student ($< 70\%$ of the lessons):
I will take the *prova di lettorato*

If I have not taken the prova di lettorato or I have been assessed as *non idoneo* I cannot sign up on Esse3 for the exam (written/oral) with the class professor (eg. "Lingua cultura e istituzioni dei paesi di lingua Inglese")

NB: depending on their 2nd year entry level at the end of the 1st year, students will be placed into lecture groups according to their level of language competence.

Students from the 2021/2022 cohort onwards, must pass the prova di lettorato to be able to sign up for the class professor's exam (eg. "Lingua cultura e istituzioni dei paesi di lingua Inglese").

Possession of a certificate does not justify non-attendance of the language lectures, which are still **highly commended** to students.

Following the completion on the online study plan in which I choose which language to study to C1 level ('first' language and which language to study to B2 level ('second' language).

3rd Year LCE

I have certificate recognised by the language centre (CLA):

- Min. B2 level in my second-choice language
- Min. C1 level in my first-choice language

I do not have an international certificate

I will take the compulsory written exam "Livello di competenza linguistica lingua "X" B2/C1" (LCL), signing up on Esse3. After this, if I have passed the exam, I may sign up to the oral exam.

I can request the **validation** of my study plan as follows:

- *Language competence level in language "x" level B2/C1*
or
- *Further language competence level in language "x" level C1*
(this choice may be applied to the second-choice language)
alternatively
- *Further language competence level in English level C2*

by handing in the certification to the **DSLCS Students' Secretary**
Segreteria Studenti (via Università 4, Modena)

NB: depending on their 3rd year entry level at the end of the 2nd year, students will be placed into lecture groups according to their level of language competence.

In the 3rd year of LCE, there is no prova di lettorato in the "Livello di competenza linguistica lingua x" component of the study plan, therefore the validation of **all** of the study activities can be requested to the Students' Secretary.

Possession of a certificate does not justify non-attendance of the language lectures, which are still **highly commended** to students.

**Diagram 2- UNDERGRADUATE
DEGREES**

History and Contemporary Cultures - Storia e Culture Contemporanee

I Anno SCC

I have a **minimum B2** level certificate recognised by the language centre (CLA)

I can ask for exemption from the prova di lettorato by sending my certificate to my course language lecturer for the language in question

I do not have an international certificate

I will take the prova di lettorato, ensuring I have signed up on Esse3, this can be booked from among the listed curriculum subject "Inglese"

If I have not taken the prova di lettorato or I have not passed, I cannot sign up on Esse3 for the course professor's exam ("Inglese")

Students from the 2021/2022 cohort onwards, must pass the prova di lettorato to be able to sign up for the class professor's exam (eg. "Inglese").

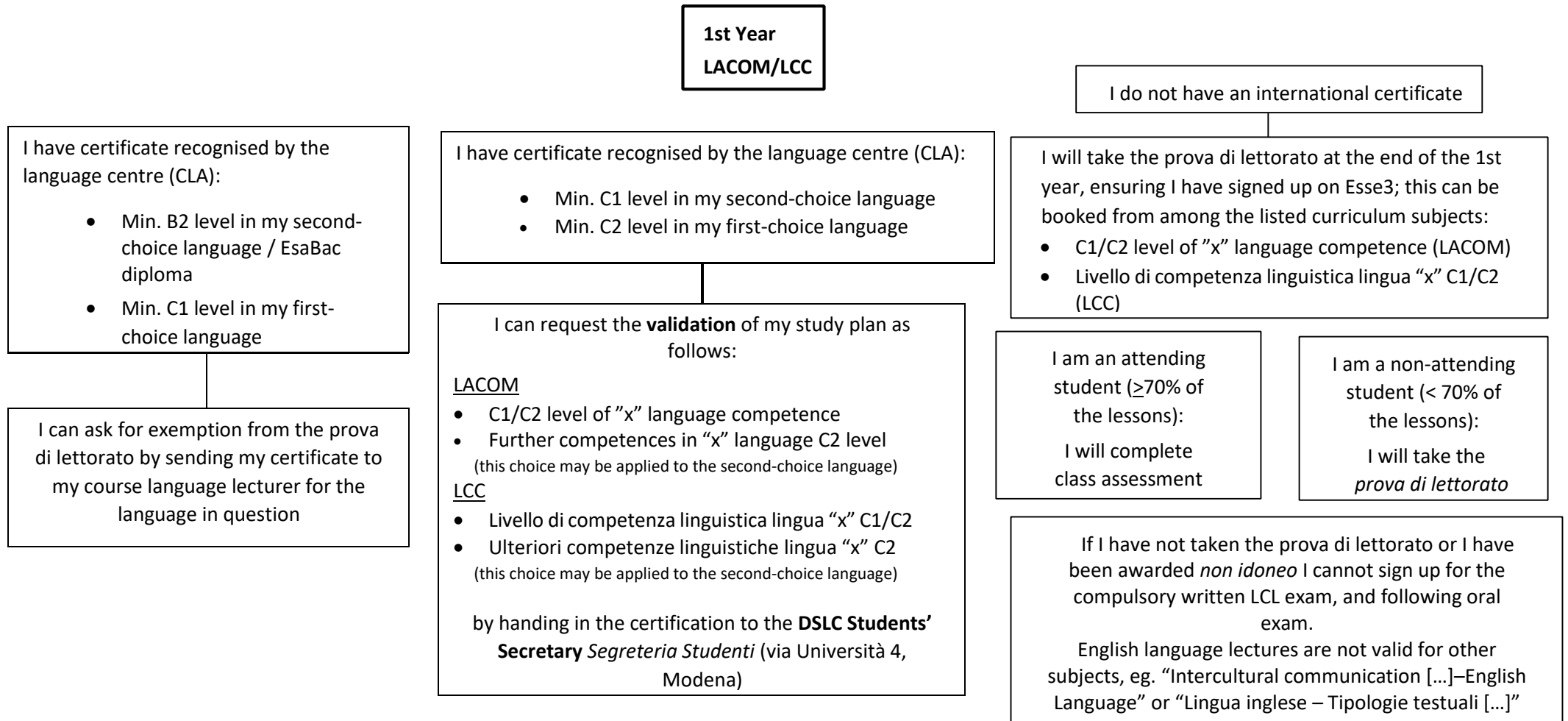
As of the 2023/24 academic year, it will be possible to take an English language entry test. If students demonstrate B2 level, they will be exempted from the prova di lettorato.

Possession of a certificate does not justify non-attendance of the language lectures, which are still **highly commended** to students.

Diagram 3 - POST-GRADUATE DEGREES

Languages for Communication in International Enterprises and Organizations (LACOM)

Languages, Culture, Communications - Lingua, Culture, Comunicazione (LCC)



NB: based on entry levels, students will be placed in lecture groups according to their level of language competence. C1 language lectures are aimed at students who will take the C1 level LCL exam, while C1+ language lectures are aimed at students who will take the C2 LCL.

Students from the 2021/2022 cohort onwards, must pass the prova di lettorato to be able to sign up for the written LCL exam.

Possession of a certificate does not justify non-attendance of the language lectures, which are still **highly commended** to students.

**2nd Year
LACOM/LCC**

I have certificate recognised by the language centre (CLA):

- Min. C1 level in my second-choice language
- Min. C2 level in my first-choice language

I can request the **validation** of my study plan as follows:

LACOM

- C1/C2 level of "x" language competence
- Further competences in "x" language C2 level (this choice may be applied to the second-choice language)

LCC

- Livello di competenza linguistica lingua "x" C1/C2
- Ulteriori competenze linguistiche lingua "x" C2 (this choice may be applied to the second-choice language)

by handing in the certification to the **DSLCS**
Students' Secretary Segreteria Studenti (via
Università 4, Modena)

I do not have an international certificate

If have not taken the compulsory written exam "C1/C2 level of "x" language competence (LCL) at the end of the 1st year, I need to sign up to the written and oral exam and pass the test. English language lectures are not valid for other subjects, eg. "Intercultural communication [...]"– "English Language" or "Lingua inglese – Tipologie testuali [...]"

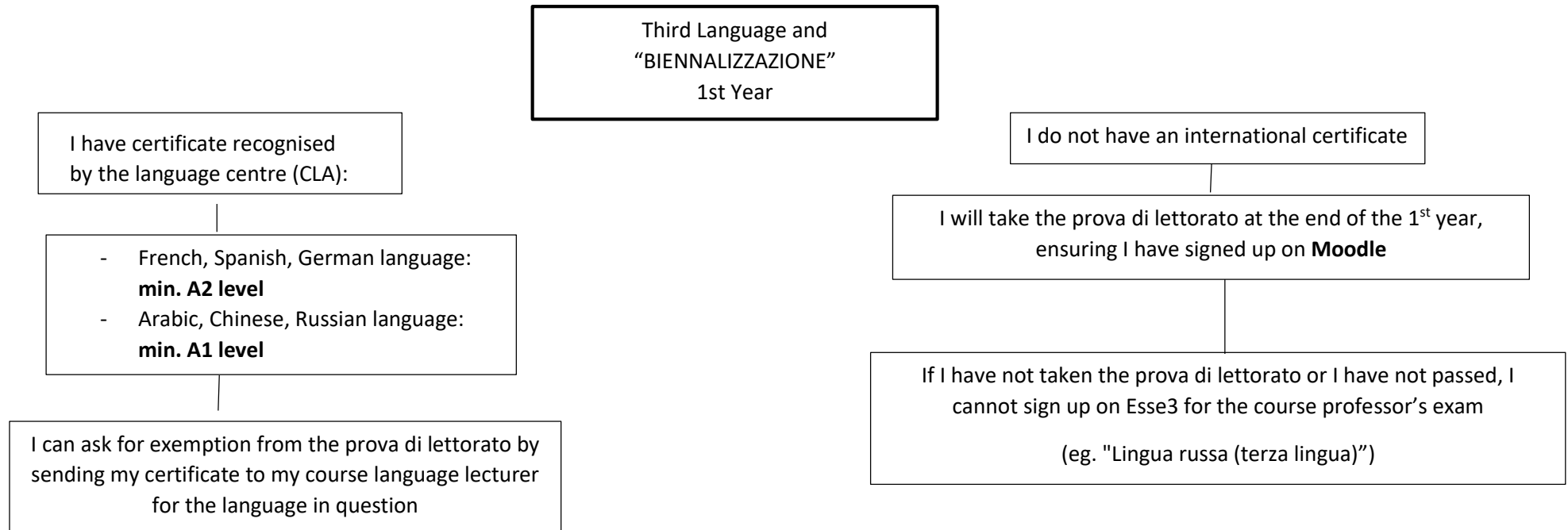
NB: based on entry levels, students will be placed in lecture groups according to their level of language competence

The prova di lettorato for the 2nd year of LACOM/LCC is that of the 1st year.

Possession of a certificate does not justify non-attendance of the language lectures, which are still **highly commended** to students.

Diagram 4- UNDERGRADUATE DEGREES

European Languages and Cultures



Possession of a certificate does not justify non-attendance of the language lectures, which are still **highly commended** to students.

Third Language and “BIENNALIZZAZIONE”
2nd Year

I have certificate recognised by the language centre (CLA):

- French, Spanish, German language:
min. B1 level
- Arabic, Chinese, Russian language:
min. A2 level

I can ask for exemption from the prova di lettorato by sending my certificate to my course language lecturer for the language in question

I do not have an international certificate

I will take the prova di lettorato at the end of the 2nd year, ensuring I have signed up on **Moodle**

If I have not taken the prova di lettorato or I have not passed, I cannot sign up on Esse3 for the course professor’s exam
(eg. "Lingua, Cultura e Istituzioni dei Paesi di Lingua Tedesca – biennializzazione terza lingua", "Lingua, Cultura e Istituzioni della Russia")

Possession of a certificate does not justify non-attendance of the language lectures, which are still **highly commended** to students.