



**English Language Proficiency Requirement
Alternative Verification/Certification Request Form**

Colleges/Schools, Departments, and Interdisciplinary Degree Programs must initiate requests for [Alternative Verification/Certification](#). Please submit the completed form to ELPCompliance@tamu.edu.

Student Name: _____

Student UIN: _____

Admitting Academic Unit: _____

Admission Term: _____

Acknowledgements:

The international graduate student named above has already met the ELP Admission Requirement and been fully admitted to the university. *Please note: The student must be fully admitted **before** submission of an Alternative Verification/Certification Request. If the student has not been fully admitted, **do not** submit this request. If the student is unable to meet the ELP Admission Requirement and has not been fully admitted, please see the [English Language Proficiency Waiver for Admission Request](#).*

All required documents (official transcripts, visa information, etc.) have been provided by the student to the Office of Admissions and/or International Student and Scholar Services. *Please note: The student's record must be complete **before** submission of an Alternative/Certification Request. If the student's required documents have not been entered into the record, **do not** submit this request.*

Justification:

The international graduate student named above

received a Bachelor's degree or higher from an accredited academic institution located within the United States and so qualifies for **Alternative Verification only**.^{*} Approval will provide an ELP status of Level 3 (ZW) which satisfies the ELP Verification Requirement to register for courses. *Please note: The student must be fully admitted before submission of an Alternative Verification Request.*

received a Bachelor's degree, and completed all coursework at an accredited academic institution located within the United States, and so qualifies for **both Alternative Verification and Certification**.^{*} Approval will provide an ELP status of Level 1 (ZA) which satisfies the ELP Verification Requirement to register for courses *and* the Certification Requirement for teaching.

holds Canadian citizenship, with residence in a province other than Quebec, and so qualifies for **both Alternative Verification and Certification**.^{*} Approval will provide an ELP status of Level 1 (ZA) which satisfies the ELP Verification Requirement to register for courses *and* the Certification Requirement for teaching. *Please note: Residents of Quebec must submit official test scores or attain Alternative Verification/Certification through other justifications.*

holds citizenship with an English-speaking country recognized by the [Office of Admissions](#) and so qualifies for **Alternative Certification**.^{**} *Please note: native English speakers – except those from Canada (which must verify residency in a province other than Quebec) – receive automatic Verification (ZE) during admission.*

qualifies for **Alternative Verification** by other means. Requests for Alternative Verification by other means *requires strong justification* which must be provided below. The college/school, department, or interdisciplinary degree program must provide complete documentation with this form to support the Alternative Verification request. Review will be conducted in accordance with Graduate and Professional School policies and university standards.

Approval:

Department/Program Approver***

Department/Program Approver Signature

Date

* Official transcript must be received and entered on the Prior College Summary (SOAPCOQ) screen in Compass.

** Citizenship must be entered on the International Information (GOAINTL) screen in Compass.

*** Department/Program Approver must be an administrative faculty member designated on the academic unit's [Authorized Signers Form](#).