PLEASE READ ALL SECTIONS BEFORE TAKING A PLACMENT TEST

Carmen COVID-19 Testing Protocol
Arabic, Hebrew, Italian, Latin, Russian, Somali, COMING SOON!
Swahili - SEE BELOW

Eligibility

Student Life Disability Services- Testing Accommodations

Carmen Remote Placement Testing Information

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Carmen COVID-19 Testing Protocol

Due to COVID-19 protocols at Ohio State, the main campus and testing centers are closed for 2020 Spring and 2020 Summer semester. In order to meet the needs of our students we are making the placement tests for **Arabic, Hebrew, Italian, Latin, Russian, Somali, and Swahili** available for remote testing.

When you are granted access to the testing shell, you will have 48 hours to begin and complete the exam. Please all**ow 2-3 business days** for your score to appear on your transcript.

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Eligibility:

To be able to access the exams you must be a current or incoming student at OSU and have an **active OSU name. # and password**. Without your OSU login credentials you will be unable to access this exam due to the platform design.

Please note that you **SHOULD NOT** be taking a language placement if you:

a) Already have credit for a college level world language course from OSU or another university for the SAME language in which you are testing; and/or

b) Are currently enrolled in a language course in the SAME language for which you are testing

c) Would like to start learning a language at Ohio State but have not taken this language in high school and have no knowledge of it. In this case, you will enroll in the beginners' level language course. You should still take a placement test in the language you have had at least two years of instructions in high school or another language you have knowledge of.

If you meet the criteria of a) or b) above please contact Estephanie Ortiz (Ortiz.115@osu.edu) to discuss other pathways to test out of or receive credit for existing world language knowledge.

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Student Life Disability Services - Testing Accommodations:

If you would like to request placement exam accommodations, you will need to submit an application and documentation to Student Life Disability Services (SLDS) prior to taking the exam. You can use this link to complete your application: New Student Application.

 Please allow **2-3 business days** for processing. Typical accommodations may include extended time, alternative formats, and reader/scribe. If you are interested in utilizing academic accommodations as an OSU student, you will need to complete the registration process. Please contact Michelle Salomone (salomone.6@osu.edu), for more information.

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Carmen Remote Placement Testing Information:

You will have **one attempt** to take the exam so please make sure you have a good internet connection and a quiet space to take your exam. Testing allotment times will vary test by test so please see the Score/Verification Section below for test details.

Technology Requirements

Browser Capabilities: before you begin a placement test, please check here to see if your browser if supported by Carmen Canvas.

Recommended Devices: PC, Mac, tablets and iPad. You are not PERMITTED to take this exam on a smart phone. □

- If you are in need of a device you can request an iPad from ODEE by filling out the form located here: http://go.osu.edu/dfservice
- Make sure to select "Request Use of Loaner iPad". Please be sure to include your shipping address in the comments, and fill out the form as completely as possible!

Internet Speed: A download speed of at least five MBPS is recommended (or 10MBPS for audio tests). To check your internet speed please click here.

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Student Testing Instructions

A. Access to Carmen Language Testing Shell
1. Email Estephanie Ortiz (ortiz.115@osu.edu) **from your OSU email** with the language that you wish to take.
   i. Please allow for **48 hours** to gain access to shell.
   ii. Email request will only be processed **M-F 9-5pm** (with the exception of university holidays) so please consider this when planning your testing date.
2. You will receive an email confirmation with instructions and information on testing. **Please read this email carefully and follow the instructions in order to gain access to the shell and test.**

B. Score/Placement
1. Scores/Placement: For more information about your test scores please contact the appropriate department (contacts are below).
2. Placement verification
   i. Due to the proctorless nature of testing at this time, departments are requiring **verification of placement**.
   ii. Each department will have additional requirements. For more information, see the Score/Placement Verification section below.

Score/Placement Verification

Due to the proctorless method of language placement testing the languages departments are implementing a verification protocol for language placement that is assigned after you take the exam. **Please note that not all languages have a test available at this time, check that the language has (Active) next to or under the name.**

For more information on the verification requirements for each of the languages please see below:

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Arabic **In Progress**	**Hebrew** **In Progress**	**Italian** **In Progress**	**Latin** **In Progress**
Russian **In Progress**	**Somali** **Active**	**Swahili** **Active**	

Arabic (In Progress)

Testing Time: 120 mins

Contact: Marie-Thérèse Labaki (labaki.5@osu.edu)

Process: COMING SOON!

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Hebrew (In Progress)

Contact: Galit Golan (golan.11@osu.edu)

Process: COMING SOON!

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Italian (In Progress)

Contact: Janice Aski (aski.1@osu.edu)

Process: COMING SOON!

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Latin (In Progress)

Contact: Fritz Graf (graf.65@osu.edu)

Process: COMING SOON!

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Russian (In Progress)

Testing Time: 120 mins

Contact: Larysa Stepanova (stepanova.1@osu.edu)

Process: COMING SOON!

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Somali (Active)

You will take the Somali Placement Exam. This is 60-question multiple-choice exam to determine your placement in the appropriate Somali course.

Testing Time: 60 mins

Contact: Jibril Mohammed (mohammed.196@osu.edu)

Process: Verification required by Jibril Mohammed (mohammed.196@osu.edu)

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Swahili (Active)

You will take the Swahili Placement Exam. This is 100-question multiple-choice exam to determine your placement in the appropriate Swahili course.

Testing Time: 60 mins

Verification Process: No additional verification is required for placement from Swahili placement exam.

Contact: Salome Fouts (Fouts.25@osu.edu)

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