San Diego State University’s primary commitment is to the safety, health and well-being of all campus community members including students, staff, faculty and visitors. SDSU is closely following the COVID-19 guidelines set forth by national, state and local public health and government officials as well as the Centers for Disease Control and Prevention. All in-person testing has been suspended until further notice. SDSU continues to monitor the evolving situation around COVID-19 and will provide updates as soon as they become available.

The Spanish Language Proficiency Test is now available online. Please review the information below to register for the test. If you have additional questions, send an email with your questions to Testing Services at staar@sdsu.edu or go to testing.sdsu.edu and join our virtual front desk.

The Spanish Language Proficiency Test may be taken by any Liberal Arts and Sciences major to satisfy the foreign language requirement. The Spanish Language Proficiency Test is not appropriate or available to students attending other colleges or universities or individuals seeking bilingual certification for employment or other purposes. Scores from this test will only be released to SDSU students seeking to satisfy the language requirement as a degree seeking student.

According to the SDSU General Catalog, some language requirements may also be satisfied through Advanced Placement (AP) credit, College Level Examination (CLEP) credit, and/or International Baccalaureate (IB) credit.

**General Exam Information**

The online Spanish Language Proficiency Exam consists of three parts:

1. Grammar and Reading Comprehension consists of 67 multiple choice questions - 60 minutes
2. Listening Comprehension consists of an audio file that you will listen to and answer 36 multiple choice questions – 27 minutes
3. Speaking (Oral Comprehension) is a 30 minute audio, where you will respond verbally to various prompts

Scores will be released by the Department of Spanish and Portuguese Languages and Literature approximately 3 weeks after the exam. Results will NOT show up in your WebPortal.

You may take the exam up to three times.

**Registration and Fee Information**

The exam fee is a non-refundable $25.00. To register go to http://testing.sdsu.edu. The exam fee can be transferred to a different test date with advance notification. It may not be transferred to another individual or to a different exam. You must send an email to staar@sdsu.edu requesting a transfer to the new date. Please include your name and Red ID in the body of the email. You must request the date transfer prior to the registration deadline of
the test for which you are already registered. You can also visit the Testing Services virtual front desk and show your RedID to request a date transfer.

Once you have registered and paid for the exam, you should review your Admission Ticket for details regarding the exam and prohibited items. You can access your Admission Ticket at the Testing Services Student Login.

<table>
<thead>
<tr>
<th>Exam Date</th>
<th>Times</th>
<th>Location</th>
<th>Registration Deadline*</th>
<th>Scores Released by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday March 26</td>
<td>10:00am</td>
<td>Online in Blackboard</td>
<td>Tuesday March 23</td>
<td>Scores are released by the Department of Spanish and Portuguese Languages and Literatures approximately 3 weeks after the exam. Contact information may be found at <a href="https://spanish.sdsu.edu/">https://spanish.sdsu.edu/</a></td>
</tr>
<tr>
<td>Friday April 16</td>
<td>10:00am</td>
<td>Online in Blackboard</td>
<td>Tuesday April 13</td>
<td>Scores are released by the Department of Spanish and Portuguese Languages and Literatures approximately 3 weeks after the exam. Contact information may be found at <a href="https://spanish.sdsu.edu/">https://spanish.sdsu.edu/</a></td>
</tr>
<tr>
<td>Tuesday May 18</td>
<td>10:00am</td>
<td>Online in Blackboard</td>
<td>Thursday May 13</td>
<td>Scores are released by the Department of Spanish and Portuguese Languages and Literatures approximately 3 weeks after the exam. Contact information may be found at <a href="https://spanish.sdsu.edu/">https://spanish.sdsu.edu/</a></td>
</tr>
</tbody>
</table>

* Sessions will be closed when testing capacity is reached regardless of registration deadline or posted times.

**Students Requesting Accommodations**

Students with accommodations already authorized by the SDSU Student Ability Success Center (SASC), and placed on the SDSU Testing Services reservation system by SASC, will need to contact Testing Services at 619-594-5216 or staar@sdsu.edu to register for the exam. SASC information can be found at http://go.sdsu.edu/student_affairs/sds/. Please contact SDSU Testing Services two weeks prior to the test date.

**How to Access the Online Exam**

Please read through the following information very carefully to make sure you are prepared in advance of your test date and time. You will need to use Firefox or Chrome for the exam.
1. **Required Respondus Monitor** – This will record you during an online, non-proctored exam. You will be required to take a photo of yourself and your valid identification, and take video of your testing area. Failure to follow these instructions could result in a score delay or your score could be voided. **Your computer must have a functioning webcam and microphone to use Respondus Monitor.** If you need a webcam and/or microphone, you can contact the [SDSU Emergency Crisis Response Team (ECRT)](https://virtual-academic-help.sdsu.edu/) for assistance. A broadband connection is required.

2. **Required Respondus LockDown Browser** - This version of the Respondus LockDown Browser is required for the online Spanish Language Proficiency Test. [http://www.respondus.com/lockdown/information.pl?ID=469641291](http://www.respondus.com/lockdown/information.pl?ID=469641291). LockDown Browser is a browser to replace what you may currently be using (e.g. Chrome, Firefox, Edge, etc). It locks down your screen so that you will not be able to access other resources on your computer during the exam. **You cannot use Respondus LockDown Browser on a Chromebook, cell phone or tablet and cannot take the exam using these devices.**

3. **After Downloading Respondus Lockdown Browser** - After downloading the version of Respondus LockDown Browser from the link above, double click on the LockDown Browser shortcut icon on your desktop. You will be asked which server. Click the dropdown menu and select Blackboard. If you have any programs open, you will be asked to close them. Click the Close Process button. Please note that you may have to click multiple times to move forward. Next, click the Agree & Continue button. You will then be asked to log into Blackboard with your SDSUid. Follow the instructions listed below in "Accessing and Starting the online exam."

4. **Recommended Practice Prior to the Exam Date** - It is highly recommended that you test Respondus LockDown Browser and Monitor the **DAY PRIOR** to your actual exam date. You will not want to run into any technical issues the day of the exam as problems could affect your performance on the exam. You can practice using Respondus LockDown Browser and Monitor by completing the three (3) question “Practice Test to Make Sure You Can Utilize Respondus LockDown Browser & Monitor.” Log into Blackboard and click on the link under Exam Instructions on the top left. Be proactive and check your system in plenty of time to troubleshoot issues if you have any and to make sure you feel comfortable with the tools.

5. **SDSU Instructional Technology Student Resources** - It is recommended that you review the [Respondus LockDown Browsers Student Guide](https://virtual-academic-help.sdsu.edu/). If you need additional technology assistance please click on the Technology tab on this website [https://virtual-academic-help.sdsu.edu/](https://virtual-academic-help.sdsu.edu/)

6. **Exam Restrictions** – Once you start the exam, you must complete the exam in one sitting. **You must take the exam alone and without assistance.** You may not access, view, or use the following items throughout the test: dictionaries, notes, reference materials, books and reading materials, scratch paper, cameras other than your webcam, electronic devices including but not limited to calculators, cellphones, additional computers, headphones, earbuds, fitness trackers, and music players. Please remove all hats and hoodies prior to starting your test. **Failure to follow these instructions could result in a score delay or your score could be voided.**

7. **Accessing and Starting the online exam** - Log into Blackboard [blackboard.sdsu.edu](http://blackboard.sdsu.edu).
Under “My Courses”, click on SDSU-Testing Services Spanish Language Proficiency Exam HR. Click on Spanish Language Proficiency Exam on the left side under Exam Information. Click on the folder with the date of your exam. Next click on the test. Read the instructions and click Begin.

**8. Accessing the Speaking Section of the exam** - After you complete the first two sections of the exam you will need to access the speaking portion of the exam. Please review the instructions below.

**How to Access the Spanish Speaking Portion**

1. Click on the link to CAST provided in the Spanish Language Proficiency test on Blackboard.
   *If you are navigating to the site to remake a faulty test, navigate to the LARC Labs home page, [http://larclab.sdsu.edu](http://larclab.sdsu.edu), and click the link on the left side, “CAST”

**IMPORTANT:** Use either Firefox or Chrome. Other browsers are incompatible with CAST and cause recording problems.

2. Click on Student and choose **Spanish Advanced**

3. Listen to the Audio Volume Check and record a test sample of your voice with the Microphone Check. Before recording click the ‘Close’ button on the window in front of the Microphone Check and then ‘Allow’. Make sure the headset is selected as the microphone.

4. Click on ‘Start a new test’ and fill out the registration form with your name and email address. If you are logged out of the test for any reason, a Test ID issued to your email can be used to continue from the same point (‘continue an incomplete test’).

5. Use the registration code you’ve been provided and then choose Spanish and Advanced level. (You will receive the code in an email from [staar@sdsu.edu](mailto:staar@sdsu.edu) one hour prior to your scheduled exam.)

6. After registering, you will be given a Warm Up question. Follow the instructions and record a response to the prompt.

7. After you press the record button, make sure that the blue icon turns red and you see the wave to the right. This will show you that you are being recorded and that your mic is not muted.

8. You can take as long as you want to study the question, but once you start the recording you cannot pause it. You also cannot play back the recording. As soon as you press ‘stop’, the next question will appear.
9. Do not use the back button on the browser; if for any reason there is a problem with the question showing, get your test-id that was sent to your e-mail account when you registered and sign in again to the test. All your recordings up to that point will be preserved. (If you are dissatisfied, it is possible to stop and register again)

*Information contained herein is subject to change without notice.*