

EAE Business
School

**CERTIFICATION OF LANGUAGE
PROFICIENCY OF ADMITTED CANDIDATES
FOR PROGRAMS TAUGHT IN ENGLISH**

EAE GETS READY FOR AMBA AND EPAS INTERNATIONAL
ACCREDITATIONS

Barcelona, April 5, 2017

Dear new EAE student,

Let me start by offering you my sincere congratulations on your recent admission. Moreover, it is my pleasure to inform you that, this March, EAE Business School has begun the procedure to obtain AMBA accreditation. Together with the accreditations of the EFMD and AACSB, two associations of which EAE is a member, the AMBA accreditation is the leading global standard of recognition for MBAs and DBAs, generally contributing towards the positioning of business schools, regardless of the specific academic programs that they offer. This year, EAE will also start the EFMD accreditation process, specifically in the EPAS category. Without a doubt, these are two excellent pieces of news for our community of current and former students, having an extremely positive impact on both your reputation and professional opportunities.

One of the quality criteria evaluated by the AMBA, specifically criterion 5.4 (Evidence of language proficiency), relates to the students' competence in the English language on programs taught in English, in the case of students for whom English is not their native language. As a result, as of the October 2017 session for which you have been admitted, not only will it be necessary for our Admissions Department to have tested your level of English orally in the admission interviews that you have already successfully completed, but your level must also be certified by an external assessor. The accreditation bodies for proficiency in English and the examinations accepted by EAE, as well as the recommended grades in each case, are as follows:

ACCREDITATION BODY	EXAMINATION	GRADES
Cambridge English Language Assessment IELTS (International English Language Testing System) ETS (Educational Testing Service)	FCE (First Certificate in English)	162-176
	BEC Vantage (Business English Certificate)	162-176
	IELTS (International English Language Testing System)	5.5-6.5
	TOEFL iBT (Test of English as a Foreign Language – Internet Based Test)	72-94
	TOEIC (Test of English for International Communication)	≥1095

The examinations accepted by EAE for certifying the level of English of non-native students are regularly run by the accreditation bodies in almost all of the world's major cities, making it easy for you to find a convenient option for sitting the examination that you decide to take.

Once you have chosen which examination you wish to take, as well as the location and date, you have to enter EAE Business School's code or details on the registration application or on the examination sheet itself, depending on the accreditation body, so that your grades will be sent directly to EAE's Evaluation Systems Department, and they will be added to your admission file as proof for the international accreditors. For this purpose, we would like to remind you of EAE's code and details required for each of the accepted certification bodies:

- **Cambridge English Language Assessment:** There is no option to assign a centre code or details. In other words, this certification body does not send your results directly to EAE. You have to send them yourself to the Evaluation Systems Department of the Campus for which you are applying for admission. In the case of Barcelona, you should send your results by email to prerequisitesbcn@eae.es, while for Madrid, you should email them to prerequisitesmad@eae.es.

- **IELTS (International English Language Testing System):** You should enter the following details after checking the option "Send my results to the following institution": Country or Region: Spain / Name of Recognising Organisation: Other / If Other, please specify: EAE Business School – Academics / Name of Person or Department: Mr. Harold Rolando Torrez / File or case number (if known): 00000 / Address 1: 55 Aragó, St. / Address 2: Barcelona / Address 3: 08015 / Address 4: Spain.

- **ETS (Educational Testing Service): EAE's ETS code is B773.**

Before continuing, we would like to remind you that, if you do not currently have one of these certifications, your admission process will not be affected, as you have already been admitted as an EAE student. However, it is highly advisable to obtain accreditation before the start of the course. If you think that you need a little more time to prepare for the examination that you have chosen, there is no cause for concern as you can take the examination when you are in Barcelona or Madrid before the end of the first term (i.e. before 1st February 2018). To recap, you can choose to sit the examination before arriving in Spain or when you have moved to Barcelona or Madrid, on the condition in the latter case that you sit the examination before the deadline indicated.

Of the five examinations accepted by EAE for certifying students' level of English, the School's standard is TOEFL, as is the case in the majority of large international business schools. As such, in the event that you decide to obtain the certification once you have arrived at one of our campuses, we offer training on this examination's methodology completely free of charge (except for the cost of the teaching materials, of 90 euros). This training is given during the first few days of the course.

You must obtain certification of your level of English unless you are a citizen of or have legally resided for over five years in one or several of the following countries and territories:

Anguilla	Jamaica	Sierra Leone
Antigua and Barbuda	Kenya	Singapore
Australia	Liberia	Solomon Islands
Bahamas	Malawi	Swaziland
Barbados	Malta	South Africa
Belize	Mauritius	Tanzania
Bermuda	Montserrat	Tonga
Botswana	Namibia	Trinidad and Tobago
Cameroon	Nigeria	Turks and Caicos
Canada (except Quebec)	New Zealand	Uganda
Cayman Islands	Northern Ireland	United Kingdom
Dominican Republic	Papua New Guinea	United States
Fiji	Republic of Ireland	Vanuatu
Gambia	Saint Kitts and Nevis	Virgin Islands
Ghana	Saint Vincent and the Grenadines	Wales
Gibraltar	Saint Lucia	Zambia
Granada	Scotland	Zimbabwe
Guyana	Seychelles	

If you hold citizenship in one of these countries, the Admissions Department already has your identity documentation, so you do not have to take any further steps. In the event that you have been or previously were a legal resident for at least five years, you must provide proof to this effect by sending the corresponding residency permit, which you can send to the Evaluation Systems Department of EAE Barcelona (prerequisitesbcn@eae.es) or the Evaluation Systems Department of EAE Madrid (prerequisitesmad@eae.es), depending on the campus for which you have applied for admission.

You are also exempt from the requirement to accredit your level of English in the following cases:

- If you received the majority of your primary education (between 6 and 14 years old) in a school in one of the countries or territories on the list, on the condition that the education was given in English.
- If you received all of your secondary education (between 15 and 18 years old) in a school in one of the countries or territories on the list, on the condition that the education was given in English.
- If you have completed a bachelor degree or university diploma with a duration of three or more years at a university in one of the countries or territories on the list, on the condition that the language in which the bachelor degree or university diploma in question was taught was English.
- If you have completed a master degree with a duration of at least two years at a university in one of the countries or territories on the list, on the condition that the language in which the master in question was taught was English.
- If you received all of your primary education (between 6 and 14 years old) in a school in a country or territory other than those on the list, but in a school in which the teaching language authorized by the Authorities in the country or territory in question was English.
- If you received all of your secondary education (between 15 and 18 years old) in a school in a country or territory other than those on the list, but in a school in which the teaching language authorized by the Authorities in the country or territory in question was English.
- If you have completed a bachelor degree or university diploma with a duration of three or more years at a university in a country or territory other than those on the list, but at which the teaching language authorized by the Authorities in the country or territory in question was English.
- If you have completed a master degree with a duration of at least two years at a university in a country or territory other than those on the list, but at which the teaching language authorized by the Authorities in the country or territory in question was English.
- If you have already obtained certification of your level of English through any of the five examinations approved by EAE prior to your admission process at the School, your grades are within the recommended range and the certification has not expired. With respect to this last aspect, please be informed that some of examinations have an expiry date, as listed below:

ACCREDITATION BODY	EXAMINATION	EXPIRY
Cambridge English Language Assessment	FCE (First Certificate in English)	No expiry date
	BEC Vantage (Business English Certificate)	No expiry date
IELTS (International English Language Testing System)	IELTS (International English Language Testing System)	2 years from the date of taking the examination
ETS (Educational Testing Service)	TOEFL iBT (Test of English as a Foreign Language – Internet Based Test)	2 years from the date of taking the examination
	TOEIC (Test of English for International Communication)	2 years from the date of taking the examination

If you fall into one of the above cases, you have to demonstrate this with the corresponding official certifications, which you can send to the Evaluation Systems Department of EAE Barcelona (prerequisitesbcn@eae.es) or the Evaluation Systems Department of EAE Madrid (prerequisitesmad@eae.es), depending on the Campus for which you have applied for admission. The following certificates accepted as proof:

- In the case of education at the level of a bachelor degree, university diploma or master in any of the countries or territories on the list, you do not need to send any type of documentation, as your admission file already contains the qualification certificates prior to admission, so they are verified automatically.
- In the case of education at the level of a bachelor degree, university diploma or master in any country or territory other than those on the list, when this education was given in English, you have to send us an official certificate from the university or the competent Education Authority accrediting that the language in which the bachelor degree, university diploma or master in question was taught was English.
- In the case of primary or secondary education in English in any of the countries or territories on the list, or primary or secondary education in English in any other country or territory, you have to send an official certificate from the primary or high school that you attended or from the competent Education Authority accrediting that the language in which this primary or secondary education was given was English.
- If you have already obtained certification of your level of English in one of the examinations approved by EAE, your grades are within the recommended range and the certification has not expired, you should send proof of sitting the examination, containing the date the examination was taken and the grade obtained.

Lastly, you can get in contact with these departments if you have any enquiries or doubts in relation to accrediting your level of English.

Once again, please accept my congratulations for your admissions. I look forward to welcoming you on your arrival and I wish you all the best until then.

Carles Peiró
Chief Admissions Officer