

To be filled in by the candidate:

Name: _____

University: _____

Applying for an internship in: Madrid Paris Geneva

To be filled in by the faculty member:

Thank you for agreeing to evaluate this student, who has applied for a professional practice internship in Madrid, Paris or Geneva. The program requires oral language skills the equivalent of those achieved at the end of fifth semester college level French or Spanish, and places students in professional work environments where they will be required to work, speak, write and perform in French or Spanish.

Please evaluate the student based on

- 1) classroom performance (question #2), and
- 2) a language skills rating (question #3) according to speaking skills demonstrated during the interview.

For the interview (question #3), we are more interested in the students actual performance, and less in factors such as effort, good behavior in class, etc. (which will be reflected in question #2). Please ask open-ended questions on which the candidate can speak, perhaps starting by asking about the internship s/he hopes to undertake in Europe, then how s/he got interested in that field, etc. The interview should be designed to give the candidate the maximum opportunity to speak and demonstrate her spoken language abilities. Please use the attached scale for question #3. Please use additional sheets if necessary.

1. How long and in what context have you known the candidate?

2. Please rate the applicant in the areas indicated in the table below, in comparison with other students at similar states in their language learning process:

	Excellent	Very good	Good	Fair to poor	No comment
<i>Reading</i>					
<i>Writing</i>					
<i>Listening</i>					
<i>Speaking</i>					
<i>Grammar and structure</i>					
<i>Motivation</i>					
<i>Effort</i>					

3. Numerical grade according to the skill levels described on the attached EU Language Level sheet (please refer to attached scale) _____

4. Please rate the candidate's preparedness for the program:

- Should have no difficulty working in a Spanish/French environment
- Should be able to manage adequately after a period of adjustment
- May have considerable difficulty functioning in a Spanish/French speaking environment

5. Comments. Please provide an overall written evaluation of the student (please use additional sheets if necessary).

Instructor's Name: _____

Title and Department: _____

Email Address: _____

Signature: _____ Date: _____

Please use the following scale for question #3

Level Beginners (A1)

The student will be able to:

- understand and use familiar everyday expressions and very basic phrases in order to satisfy simple daily needs.
- introduce him or herself and others, and both ask and answer questions concerning where s/he lives, who s/he knows and the things s/he has.
- interact in a simple way, provided the other person speaks slowly and clearly and is prepared to help.

Level Elementary (A2)

The student will be able to:

- understand sentences and frequently-used expressions relating to areas of most immediate relevance, for example, very basic personal and family information, shopping, local geography and employment.
- communicate routine tasks, requiring the simple and direct exchange of information about familiar matters.
- in simple terms, describe aspects of background, environment and matters of immediate need.

Level Intermediate I (B1)

The student will be able to:

- understand the main points relating to familiar matters regularly encountered in work, school and leisure.
- deal with most situations likely to arise whilst travelling in an area where the spanish/french language is spoken.
- produce simple connected texts on topics which are familiar or of personal interest.
- describe experiences and events, dreams, hopes and ambitions, and briefly give reasons and explanations for opinions and plans.

Level Intermediate II (B2)

The student will be able to:

- understand the main ideas of complex texts on both concrete and abstract topics, including technical discussions in fields of specialisation.
- interact with a degree of fluency and spontaneity that makes regular communication with native speakers quite comfortable without being a strain for either party.
- produce clear, detailed text on a wide range of subjects and explain a viewpoint on a topical issue, giving the advantages and disadvantages of various options.

Level Advanced (C1)

The student will be able to:

- understand a wide range of demanding, longer texts and recognize implicit meaning.
- express him or herself fluently and spontaneously without much obvious searching for expressions.
- use language flexibly and effectively for social, academic and professional purposes.
- produce clear, well-structured and detailed text on complex subjects, showing controlled use of grammar and phraseology.

Level Proficiency (C2)

The student will be able to:

- understand with ease virtually everything heard or read.
- summarize information from different spoken and written sources, reconstructing arguments and accounts in a coherent presentation.
- express him or herself spontaneously, very fluently and precisely, differentiating finer shades of meaning even in more complex situations.