

Exceptions English Language Proficiency Qualification (BKE) - FGGA

If lecturers teach in English they are also required to complete an English Language Proficiency Qualification (Basiskwalificatie Taalvaardigheid Engels, BKE). The required level of English proficiency is C1 on the Common European Framework of Reference for Languages (CEFR). The track consists of a test. If applicable, teachers will be awarded a separate BKE certificate, which they can include in their UTQ (Basis Kwalificatie Onderwijs, BKO) portfolio.

The English Basic Qualification test is administered by the Academic Language Center of Leiden University and consists of three parts:

1. a computer test that evaluates listening skills, grammar and vocabulary (30 to 45 minutes);
2. an interview with the language advisor to analyze the strengths and weaknesses of the candidate's speaking skills (20 min.);
3. an evaluation and consultation meeting (10 min.).

An exception for the BKE certificate can be made if:

- There is a hiring process with multiple interview rounds and/or a mock lecture in English. Then the UTQ committee assumes that the selection and recruitment committee has evaluated and approved the required level of English proficiency at C1 level.

In case of doubt during the hiring process, wishes of the candidate or comments from students in evaluations, the Institute or the UTQ Committee can refer the candidate to the Academic Language Centre for improving the level of English proficiency. We call it a Professional Development Model.

The Academic Language Centre offers an extensive range of courses addressing diverse English language skills at different levels of competence. For staff of Leiden University, English courses are available that focus on improving a specific skill, such as academic writing, making presentations and pronunciation for public speakers.

- The candidate has a passport from Australia, Canada, Ireland, Malta, New Zealand, Singapore, the United Kingdom, the United States or South Africa.
- The candidate is in possession of a comparable internationally recognized certificate of English at C1 level:
 - IELTS 7.0
 - TOEFL (internet based) 100
 - CPE
 - CAE 185
- The candidate has been teaching at an accredited institutions of Higher Education in Australia, Canada (with the exception of the French-language programmes in Canada), Ireland, Malta, New Zealand, Singapore, the United Kingdom, the United States or South Africa for a period of six months or longer.
- The candidate holds an accredited PhD degree from Australia, Canada (with the exception of the French-language programmes in Canada), Ireland, Malta, New Zealand, Singapore, the United Kingdom, the United States or South Africa.

The applicable exception will be demonstrated by the candidate in the UTQ dossier and mentioned in the e-mail to the UTQ coordinator when submitting the dossier.

These regulations are in accordance with the Guideline on Language Policy of Leiden University.

(b) Language proficiency of lecturers2

- 3. Lecturers who teach in English all hold the University Teaching Qualification (BKE, in Dutch) or they are able to demonstrate by means of an alternative test that they meet the required C1 level on the scale of the Common European Framework of Reference for Languages (CEFR). Lecturers whose native language is English are exempted from this requirement.
- 4. International staff who teach in Dutch are required to demonstrate that they have at least C1 level of language proficiency in Dutch.
- 5. Course evaluations for subjects taught in English will include a question on the quality of the English language skills of the lecturer. If the course evaluations give reason for concern, the English language proficiency of the lecturer will be discussed in his/her Performance and Development interview. Where necessary, the institute will offer resources for improving the lecturer's level of English proficiency.

(d) Job vacancies

- 7. A minimal level of C1 English proficiency will be stipulated in the job descriptions of all vacancies for academic staff who are to teach in English.
- 8. An appropriate language requirement is included in the job descriptions of nonacademic staff.
- 9. The English-language job descriptions of all vacancies that have the prospect of a permanent position will stipulate that staff are expected to attain B1 level of Dutch language proficiency within two years.

English test score equivalency table

In the table below you can find equivalent scores for IELTS, TOEFL and Cambridge English tests. IELTS C1 level score ranges from 7.0 to 8.0 bands.

IELTS	Toefl (internet based)	Toefl component score	Cambridge C2 Proficiency (CPE) or C1 Advanced (CAE)	Cambridge component score
6.0	80	20	CPE, CAE	169
6.5	90	22	CPE/CAE 180	176
7.0	100	25	CPE/CAE 185	185
7.5	113	27	CPE/CAE 191	191

