

C1 EXAMINATION IN ACADEMIC ENGLISH (for students of English-medium studies)

What is C1 Exam in Academic English?

This is a mandatory examination in academic English targeted at C1 level in accordance with the *Common European Framework of Reference for Languages* which you must pass in order to complete your first-level degree studies in English.

How can I get a passing grade for the C1 Exam in Academic English?

You can do it either by sitting an exam run by the Foreign Language Centre/WUT or by presenting an equivalent external certificate recognised by our University and delivering an academic presentation. To check the list of certificates recognised by WUT and to find out more on how to transfer your credits for the external certificate into your student book, please click [here](#).

Who can take the C1 Exam in Academic English at WUT and when?

You may take the C1 Exam in Academic English if you have completed at least a 60-hour preparatory course in Academic English run at your faculty.

The examination should be taken, at the latest, in the last semester provided for foreign language courses in your faculty's curriculum.

NOTE: A pass in the C1 Exam in Academic English does not exempt a student from doing all the credit-bearing hours of foreign languages as provided for in the curricula of their faculties.

Students who pass the C1 Exam in Academic English may use the remaining credit-bearing hours to study another foreign language, enroll for a course of Polish for international students or continue to study English but only at C2 level.

A positive grade received in the examination is final and the student cannot re-sit it to improve the grade. A positive grade is entered into the student record book, the faculty grade records and into the diploma supplement.

The grade obtained in the C1 Exam in Academic English can be improved by the end of the first-degree programme of study only if a student submits a relevant external certificate recognized by WUT. The new grade shall also be entered into the student record book, the faculty grade records and into the diploma supplement.

Dates for the C1 Exam in Academic English

The C1 Exam in Academic English is available to all WUT students and it is held twice each academic year: at the beginning of the winter and summer examination sessions, on the same day as the university B2 exam.

Exam registration:

You need to register for the C1 Exam in Academic English with the Foreign Language Centre each time you decide to take it. You may also be asked to declare the exam in your faculty electronic system.

Information on dates and the registration procedure is made available to students four weeks prior to the registration date on www.sjo.pw.edu.pl, and it can also be found on your faculty noticeboards (near the FLC's staff rooms) and on the boards near room 417 in the Main Building.

You may cancel your registration for the C1 Exam in Academic English online by visiting the registration page.

No registration will be possible after the deadline.

Dyslexic and disabled students

Students with dyslexia, impaired hearing or any other disability must submit a medical certificate to the Student Affairs Office/FLC (room 419 in the Main Building) before the registration deadline.

Certificates submitted after the deadline shall not be considered. If you have submitted your certificate previously, when registering for the first time, please call the FLC (22)2345983 to inform them of the fact.

The Format of the C1 Exam in Academic English

The exam is made up of two parts: written and oral.

The written part lasts 120 minutes (2 hours). The maximum mark available is 90 and the minimum pass mark is 50.

The written examination has the following parts:

- listening to a text on academic topics - 25 marks
 - reading a text on academic topics - 25 marks
 - knowledge of grammar and vocabulary - 25 marks
(transformations, open cloze, word formation)
 - writing - 15 marks
(e.g. descriptions of graphs, diagrams, processes, text summary, transactional letter)
- The assessment criteria for the written examination can be found [here](#).

The oral part lasts about 20 minutes. You may obtain maximum 20 marks and the minimum pass mark is 10.

The structure of the oral examination:

- questions asked by the interlocutor
- an individual 'long-turn' on a topic from a selected card (technology, science, studies, politics, current events, etc.)
- a conversation between the candidates on a topic from a selected card, testing the candidates' ability to use language for expressing and justifying opinions, evaluating and reaching a decision through negotiation

In the oral examination candidates may be awarded a maximum of 5 marks for each of the following aspects:

- grammatical correctness and range of vocabulary
- pronunciation,
- ability to construct complex sentences,
- overall impression.

Please note: the oral examination can be taken only after passing the written part.

Exemption from the oral examination

You may seek exemption from the oral examination if you have completed a 60-hour course (two modules) in Academic English with a grade of minimum 4.5.

In such cases, the marks for the oral part will be awarded according to the following principle:

- If you have completed these two modules within one semester
(a **60-hour course**):
 - end-of-semester grade - 4.5 = 14 marks in the oral exam
 - end-of-semester grade - 5.0 = 16 marks in the oral exam
- If you have completed these two modules within two semesters
(**two 30-hour courses**):
 - two semesters completed with a grade of 4.5 = 14 marks in the oral exam
 - two semesters completed with grades of 4.5 and 5.0 = 15 marks in the oral exam
 - two semesters completed with a grade of 5.0 = 16 marks in the oral exam

In order to pass the C1 Examination in Academic English you must obtain a pass both in the written and oral part.

The final exam grade results from the sum of marks awarded in both parts of the exam:

Marks	Grade
95-110	5.0
87-94	4.5
78-86	4.0
70-77	3.5
60-69	3.0

Examination Procedures for Candidates

The list of students registered for the C1 Exam in Academic English will be posted a few days prior to the date of the written examination on www.sjo.pw.edu.pl and displayed on the noticeboard near Room 417 in the Main Building. You should check your examination timetable carefully and make a note of the correct date, venue and time for your written examination.

Please ensure that you arrive at your examination venue at least 15 minutes before the start of your exam. Leave your outdoor jackets and coats in the cloakroom. Latecomers will not be given additional time to do the listening comprehension task.

To be admitted to the examination room, you must bring two documents with a clear photo: your ID card, passport, student book, student ID card or your driving licence.

The University operates a zero tolerance policy to cheating in examinations and any student trying to cheat or use unauthorised material during the exam will automatically be removed from the examination room and his/her exam will be regarded as failed.

Please ensure that you follow the steps below after the written exam results are announced:

- If you have obtained the minimum of 50 marks and do not qualify for exemption from C1 Academic English oral examination, or you wish to withdraw from such exemption:
 - you should register for the speaking test personally by visiting Room 420 in the Main Building on one of the registration days that will be announced well in advance. As with the written part, no registration for the oral exam will be possible after the deadline.
 - ensure that you bring your student record book with you to the oral examination so that the Examiners will enter your final C1 Exam grade into your student book.
 - If you have obtained the minimum of 50 marks, you may be exempted from the oral examination (that is, if you have completed at least a 60-hour course in Academic English with a grade of minimum 4.5) and if you wish to be exempted on this basis, visit a member of the Examination Board responsible for the C1 Exam in Academic English during his/her duty hours to have your final grade entered into your student book.

Please note that your C1 Exam in Academic English will be regarded as passed once your final grade in the exam is entered into your student record book.

If you have failed your C1 Examination in Academic English

You may request to view your failed examination script within one month following the release of the examination results. In order to arrange a time to view your examination script, contact the relevant member of the Examination Board for C1 Examination in Academic English during his or her office hours available on the noticeboards at the Foreign Language Centre and on the FLC website.

If you have failed the oral part of the examination, you must re-register for this part of the exam in the next examination period (the entire registration procedure must be repeated).

If you have passed the written part of the examination but declined to sit the oral part (or failed it), you may take it at any other date designated for oral C 1 Examinations in Academic English. Your positive result achieved in the written examination shall remain valid.

Conditional admission to the oral C1 Examination in Academic English

In exceptional cases, the FLC Director may grant you admission to the oral examination even if you have failed to receive a passing score in your written examination. To be granted such conditional admission, you **must** meet **all** the following requirements:

- 1. You must be in the last semester of your study,**
- 2. C1 Examination in Academic English is the only pending examination you must pass to fulfil all the degree requirements of your study programme,**
- 3. It is your third attempt at passing the exam,**
- 4. You have demonstrated progress in learning, i.e. the score you received in each successive attempt was higher, never lower or the same,**
- 5. You received a minimum of 40 marks in your last attempt to pass the exam,**
- 6. You have used and successfully completed all the hours of language instruction provided for in the study programme at your Faculty.**

Admission to a resit before the Examination Board may be granted to students who are in the last semester of their study and who scored a minimum of 50 marks in the written examination but failed to obtain the required passing score of 10 marks in the oral examination taken on a regular basis. The concerned students must also satisfy all the six requirements listed above.

To obtain the approval of the FLC Director allowing you to take the oral examination despite your failing result in the written part, you must file a relevant application. To download a sample application, click [here](#). [link] The application must be submitted to room 417/WUT Main Building **no later than within two working days after the release of the examination results** and it must necessarily include the following:

- a photocopy of pp. 76-77 of your student record book
- a certificate issued by the Dean's Office confirming that C1 examination in Academic English is the only pending examination you need to pass to meet the degree requirements of your study programme.
- To pass such examination, your score in the oral examination must be high enough to make your aggregate score for the written and oral parts equate to the required minimum of 60 marks.

- The highest possible grade you may be awarded in your C1 Examination in Academic English when the oral part is taken on conditional admission is a grade of “3.0” (three or satisfactory). You are allowed only one attempt to pass the oral examination in a given examination period. If you fail to achieve the required minimum of 60 marks, you will have to re-take the whole examination, i.e. the written and oral parts (if you failed to score 50 marks in the written examination) or the oral part taken in the normal manner (if you have already passed the written examination with a score of minimum 50 marks). In the event it is the second or third time you have sought conditional admission to the oral examination, you must submit your request with all the required documents (see above) again.

Procedures for the oral examination taken before the Examination Board

Part 1 - questions from the Examiner following the scenario for the oral exam taken on a regular basis. Time limit: – 1.5 minutes (3 minutes if the exam is taken by two candidates)

Part 2 – an academic multimedia presentation, prepared by a student at home prior to the examination. Time limit: 7 to 10 minutes (per one candidate) and 2 to 3 additional minutes for questions from the members of the Examination Board.

Guidelines for the academic presentation:

- The presentation must make use of PowerPoint slides. It should take between 7 and 10 minutes.
- The presentation should concern topics related to the student’s field of study and be prepared in accordance with academic style and use general academic vocabulary understandable to persons who do not study at a given faculty.
- The student must send his or her presentation, structured in points and prepared in English to the Examination Board (siokegz@sjo.pw.edu.pl). The presentation should be sent as an email attachment no later than one day before the date of the examination held before the Examination Board.
- The student may use index cards during his or her presentation but is not allowed to read out the presentation from detailed notes. The presentation must be delivered completely from memory.
- The Examination Board members may ask the student to clarify the meaning of some words or to paraphrase some terms used in his or her presentation.
- The Examination Board members may ask the student some additional questions (2 to 3 minutes).
- The presentation should involve at all times the student’s own work. Any student who makes the impression to the contrary, or demonstrates lack of understanding of the content of his or her presentation, will be awarded a failing grade of “2.0”.
- A student producing a multimedia presentation must stick to the following guidelines:
 - The presentation must be prepared in MS PowerPoint.
 - The student must bring his or her own PC and ensure that it is fully compatible with the equipment available in the examination room (e.g. a projector) or bring the presentation saved on a USB memory stick or external hard disk (e.g. a pendrive).
 - If you need loudspeakers to deliver your presentation, make sure you have informed the Examination Board of the fact well in advance.
 - Any text on the slides should be short and condensed, preferably containing headwords only. Text should not be formulated in complete sentences for the student to read them out from the screen.

Oral presentation assessment criteria:

The oral presentation constitutes an integral part of the examination and is subject to the same assessment criteria as the oral examinations taken on a regular basis.

The student may be awarded a maximum of 5 marks for each of the following:

- The ability to construct longer utterances
- Pronunciation
- Grammar and vocabulary
- Overall impression

The standard format of the examination involves two candidates and two examiners (FLC English teachers). The examination may also be attended by an observer who is not a member of the Examination Board (one person representing FLC Management and/or – in exceptional cases – the Faculty Dean or his or her representative).

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