HOW TO MEET DICKINSON'S LANGUAGE REQUIREMENT WITH AMERICAN SIGN LANGUAGE (ASL)

In order for study of ASL to meet Dickinson's Language requirement, students may pursue one of two avenues:

OPTION A: TAKE ASL COURSES UP TO THE INTERMEDIATE LEVEL AT A <u>PRE-APPROVED INSTITUTION</u> AND TRANSFER THE CREDITS TO DICKINSON

OPTION B: STUDY ASL TO REACH THE INTERMEDIATE LEVEL AND PROVE YOUR COMPETENCY THROUGH <u>CERTIFIED TESTING</u>

Please note: American Sign Language does not, under any circumstance, meet the language requirements for INBM or INST majors.

OPTION A:
COMPLETE ASL COURSEWORK THAT WILL TRANSFER TO DICKINSON

In order to receive Dickinson course credit towards satisfying the language requirement, the ASL course must be taught in a classroom at an <u>accredited institution</u> and be <u>pre-approved</u> by Dickinson's Registrar. Students must earn a grade of "C" or better for the coursework to transfer. Here are some suggestions for how to locate and later receive credit for ASL coursework:

1. Go to the websites of nearby colleges and universities and search for ASL courses.

    If you can't find any on the potential schools' website, it may still be practical to contact the schools directly to ask if they offer ASL, as this may change from year to year. You may also wish to consult this list of [Colleges and Universities with ASL programs](). (Note: their list of potential ASL programs is not comprehensive.)

2. Call the ASL Program Coordinator of the school(s) you identify and determine which classes are required to attain "Intermediate Level" proficiency.

    The number of ASL courses required to take to reach the intermediate level may vary from school to school, so this inquiry is very important. Please note, however, that what one school determines to be its "Intermediate Level" may not be classified as such by Dickinson. How Dickinson determines which courses meet the standard of "Intermediate Level" is by evaluating whether the course meets the same standards as **Level 2 of the American Sign Language Proficiency Interview (or ASLPI)**. *(Note that Dickinson does not require students to take the ASLPI. This is only provided as a reference.)* More information on ASLPI may be found at the [ASLPI webpage for Gallaudet University]().

3. Complete Dickinson's "[Enrollment in Another Institution Form]()" and submit it to the Registrar for approval.

    Additional instructions for transferring in credit from another school are found on page 2 of this form. Be sure to attach to the form a course syllabus, as well as the whole series of ASL courses you'll need to take to satisfy Dickinson's requirement. Course pre-approval is key to ensuring that credit for courses you take will transfer to Dickinson.

4. Once you have completed each course, request that the Registrar of the institution at which you took ASL send an official transcript of your coursework to the Dickinson Registrar so that it is included in your academic record.

You may find an ASL program that you would like to pursue that is not taught at an accredited institution, is not taught for credit, is online, or is not approved by Dickinson's Registrar. Although you would not be transferring in the coursework for credit, you can obtain competency in ASL and then, when you're able, demonstrate your intermediate-level proficiency via testing.

In-Person Coursework and Testing

1. Identify a certified ASL instructor who knows how to conduct ASL proficiency testing and is willing to serve as your tester. (You may find this person through a class you are taking, at a nearby college, through an internet search for "ASL instructor/ASL classes/ASL examiner," or by emailing reg@dickinson.edu to ask the Registrar if they know of any testers in the Carlisle area.)

2. Once identified, email the Registrar's office at reg@dickinson.edu to obtain information regarding the procedure to be tested, and to confirm that the examiner would be deemed qualified to conduct the testing. Here's a template email that you could send:

   Dear Registrar's Office,
   I am interested in fulfilling my foreign language requirement by being tested to demonstrate proficiency in ASL at the intermediate level. Could you please send me and my examiner information regarding Dickinson's required testing procedures? I have identified _____ (Ex: "Ward Miller, MA") to be my examiner. (X) is an instructor at _____, and can be reached at _____(email) _____ , or _____(phone)_____. Thank you in advance for your assistance, and for notifying me if and when _____(instructor)_____ has your approval to conduct my ASL proficiency testing. Sincerely, _____.

3. You and the approved tester will be instructed how to confirm intermediate level language completion. (For the level of proficiency expected, see item A2 on first page of this document.)

4. Once the assessment is completed, the tester is to inform the Registrar of the outcome. If confirmation of intermediate level is received, she will notify you and your advisor, and will update your official record. In this case, although you will have no academic credit posted to your record, your language requirement will be fulfilled.

Note: The most effective way for students to learn and be able to use ASL is when it is taught in a hands-on environment, where you are shown how to interpret signs and given the opportunity to practice signing to communicate.

Online Coursework and Testing
Taking online ASL coursework to satisfy Dickinson's language requirement is an option only for the following students: (1) Students with documented disabilities who have been granted this option as an accommodation by ADS (Access and Disability Services); or (2) Students who can show proof that they, prior to July 2018, already completed an approved online ASL course, or communicated to a College professional their intention to do so. Any other student seeking to use online ASL coursework to fulfill Dickinson's language requirement must petition the Subcommittee on Academic Standards for approval to do so.

General inquiries regarding the ASL policy, specific coursework, or transferring credits should be directed to the Registrar's office at reg@dickinson.edu.

Inquiries from students with disabilities seeking an ASL-related accommodation should be directed to Access and Disability Services (ADS) at access@dickinson.edu.