

Modern Language Majors and Minors

According to your University records, you are coded with a teacher certification language (Spanish, French, or German) major, second major, or minor. After you have been admitted to teacher education and before you will be permitted to student teach, you must take and pass the ACTFL Oral Proficiency Interview (OPIc) and Written Proficiency Test (iWPT). ACTFL is the American Council on Teaching of Foreign Languages. Their exam are administered by a subsidiary named Language Testing International (LTI).

Below are screen shots to guide you through the registration process. To register for the ACTFL and Proficiency tests, complete the steps below.

This is a two step process:

- 1) Register with ACTFL's testing group and pay for the test (\$140)
- 2) Pay the proctor fee to the UW La Crosse Test Center

Go to the Language Testing International website.

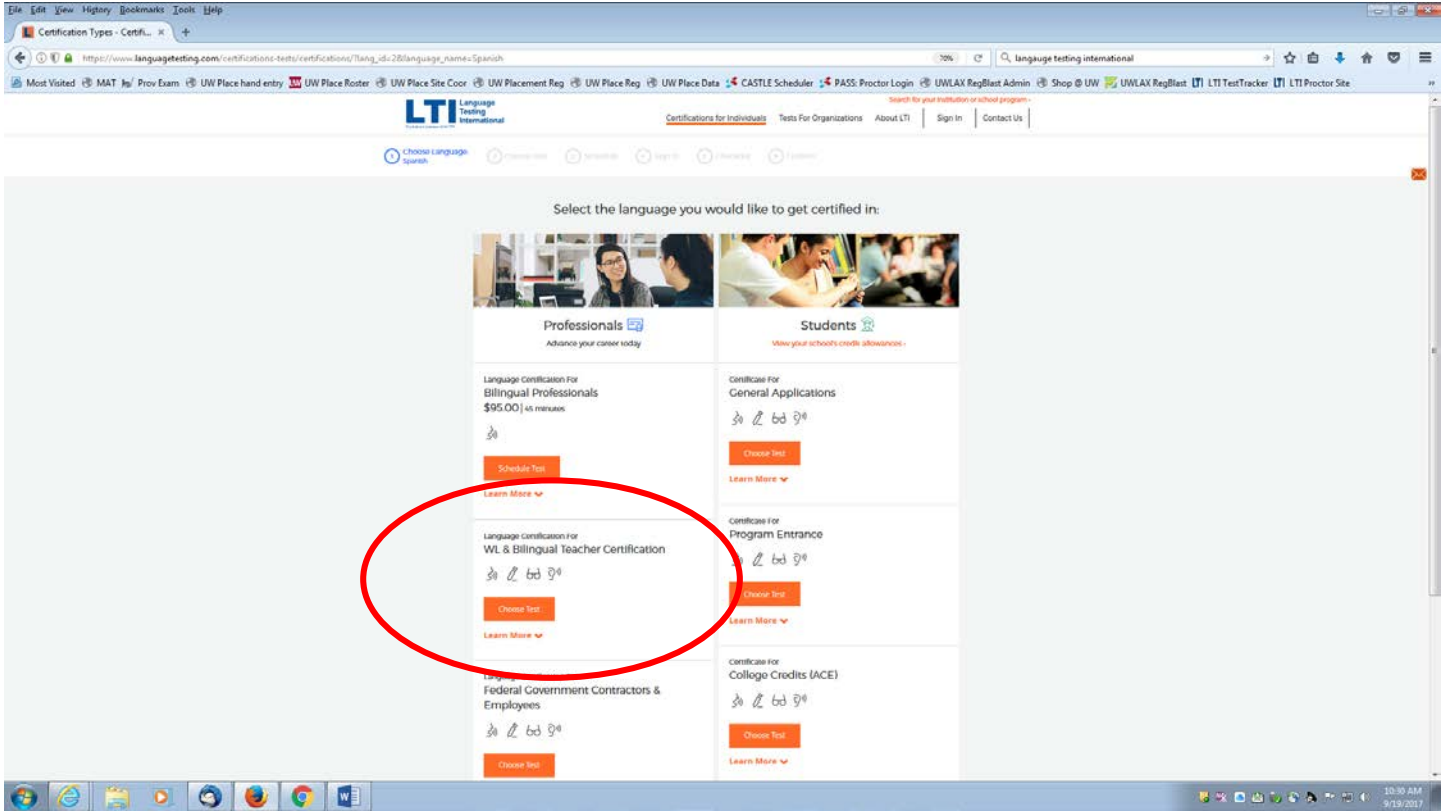
<https://www.language-testing.com/>

Choose the language you need from the drop down list.

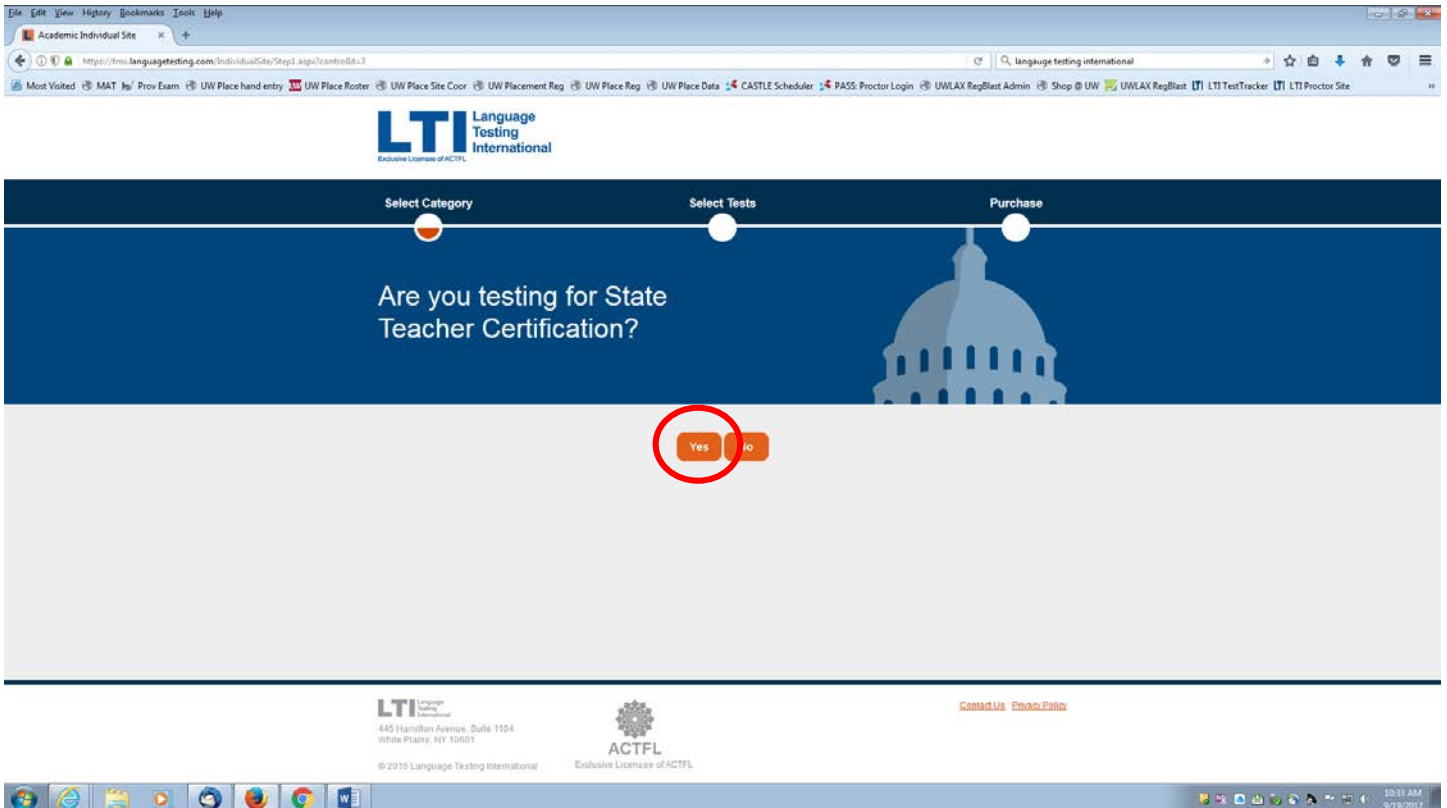
Click the orange *Get Certified* button.

The screenshot shows the homepage of the Language Testing International (LTI) website. The browser's address bar displays "https://www.language-testing.com/". The website header includes the LTI logo and navigation links for "Certifications for Individuals", "Tests For Organizations", "About LTI", "Sign In", and "Contact Us". The main content area features a large image of a woman's face on the right. On the left, the text reads "Certify language skills anytime, anywhere." Below this, a search bar with a dropdown menu and an orange "Get Certified" button is circled in red. The text below the search bar states: "With remotely monitored testing solutions from Language Testing International you can conveniently test language fluency in over 100 languages from beyond the classroom." Below this is the ACTFL logo and the text: "EXCLUSIVE LICENSEE OF ACTFL American Council on the Teaching of Foreign Languages". Further down, a section titled "Why Certify?" explains that certified language skills lead to increased job opportunities and professional success. At the bottom of the page, there are three small images showing people in professional settings. The Windows taskbar at the bottom shows the date as 9/19/2017 and the time as 10:29 AM.

Click the orange *Choose Test* button under “Language Certification for WL & Bilingual Teacher Certification”



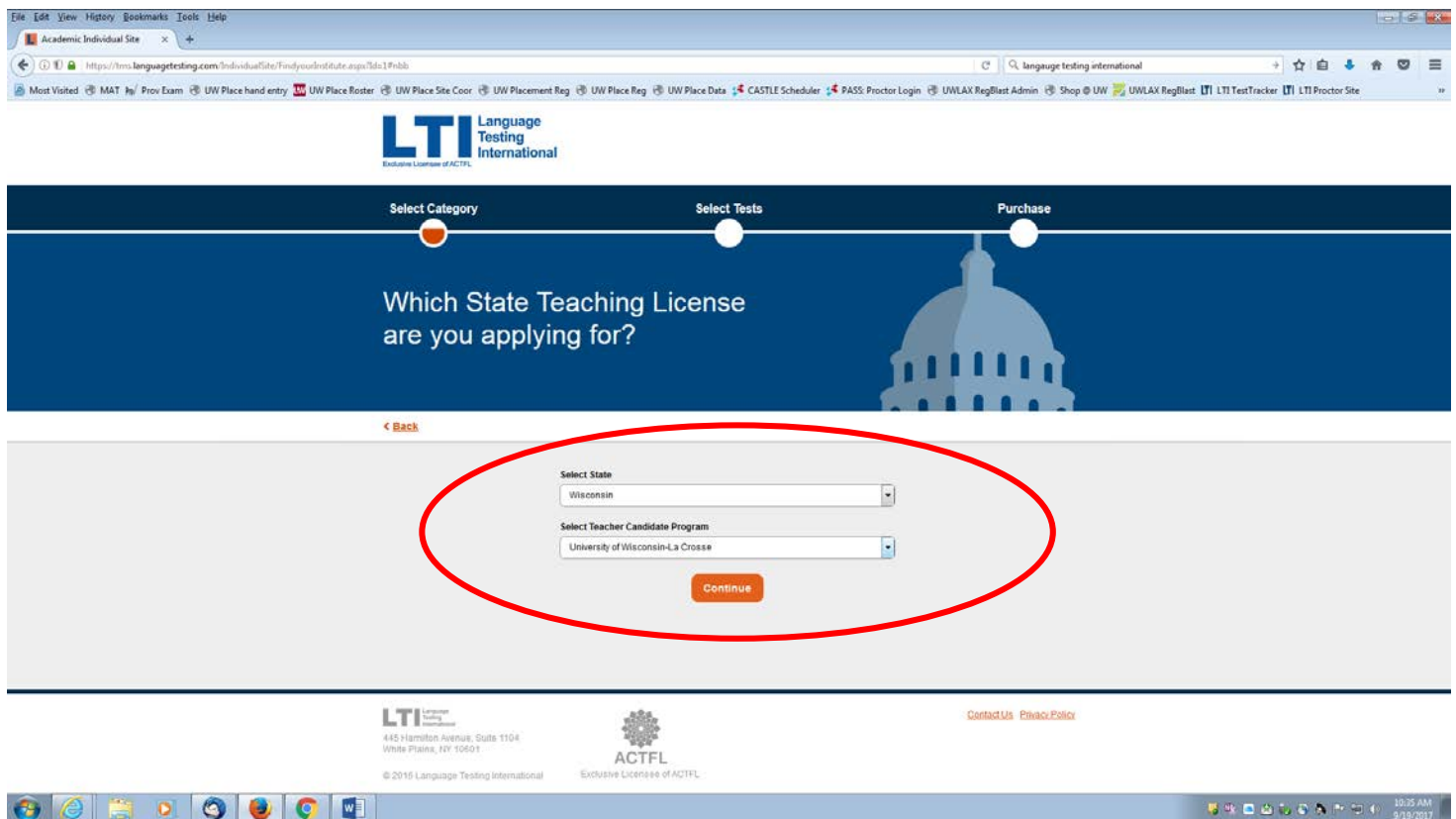
Click on the orange *Yes* button when if asked if you are testing for State Teacher Certification



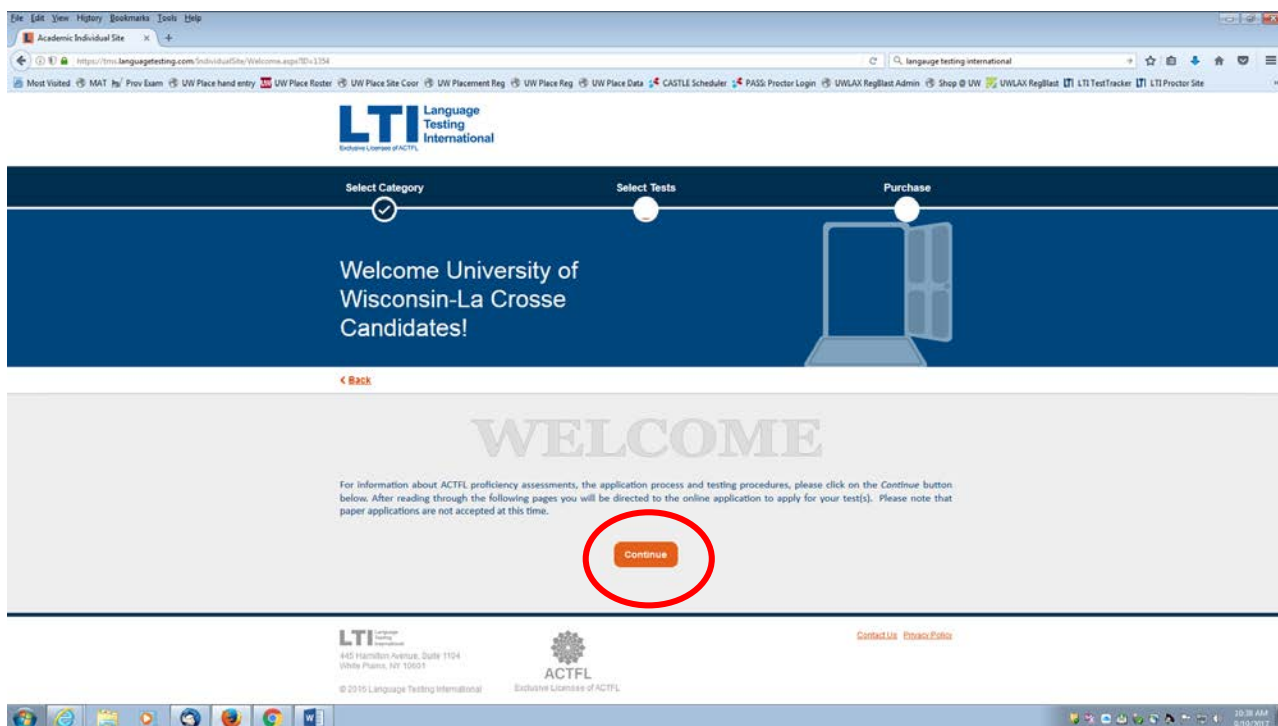
Choose "Wisconsin" under the *Select State* field.

Choose "University of Wisconsin-La Crosse" from the drop down list under *Select Teacher Candidate Program*.

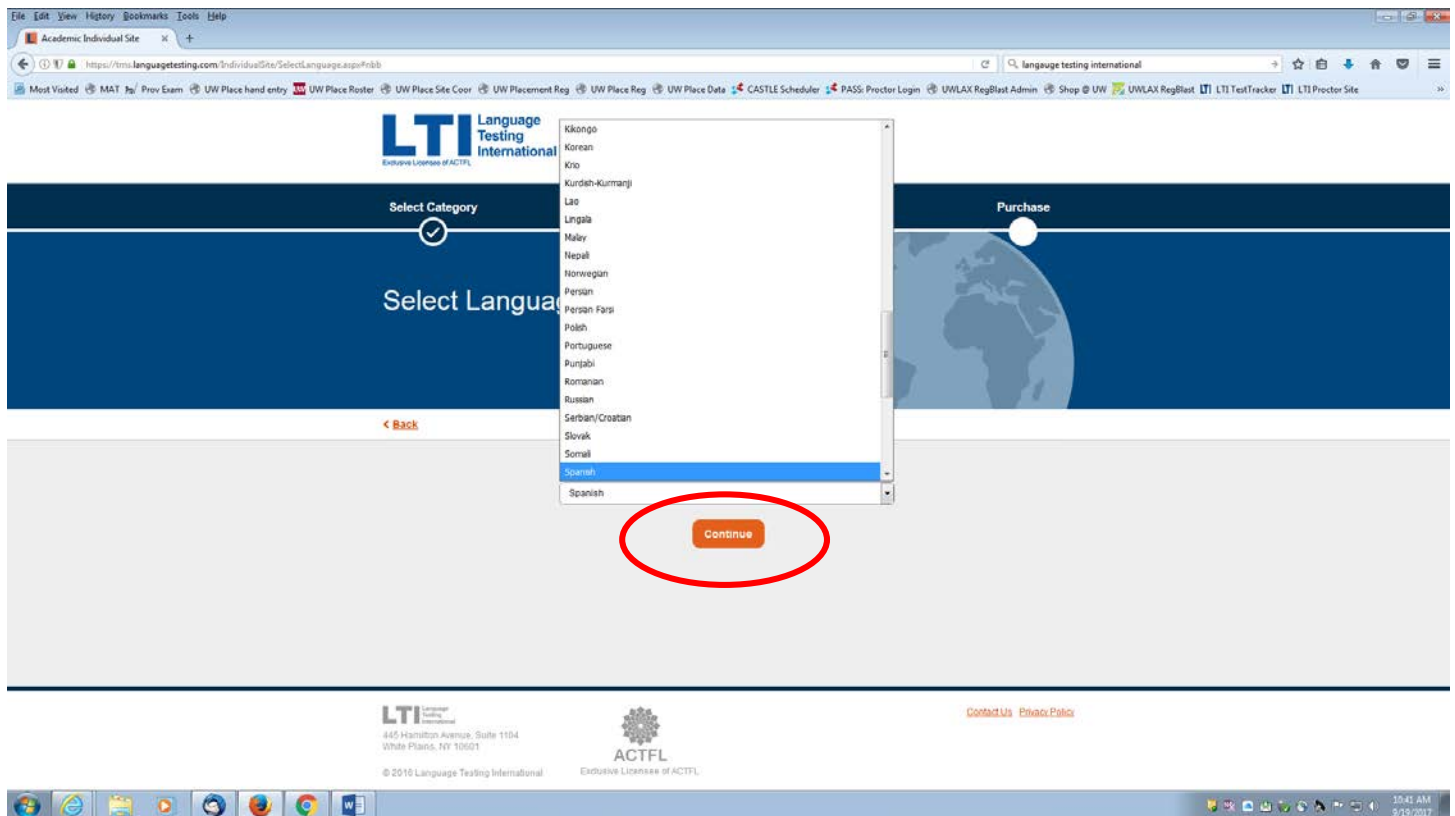
Click the orange *Continue* button.



Click the orange *Continue* button on the Welcome screen

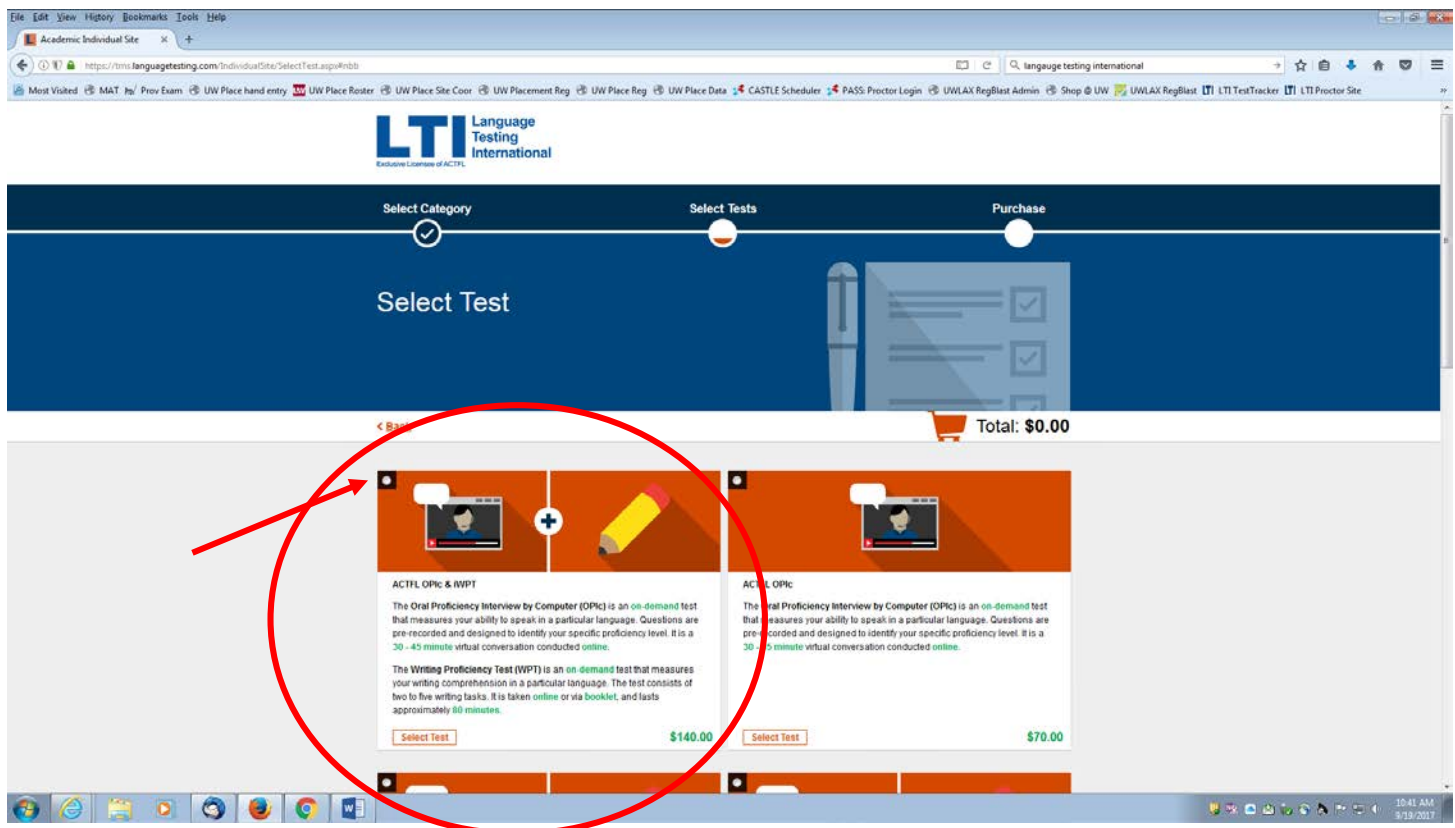


Select the language you need from the drop down list and click the orange *Continue* button.

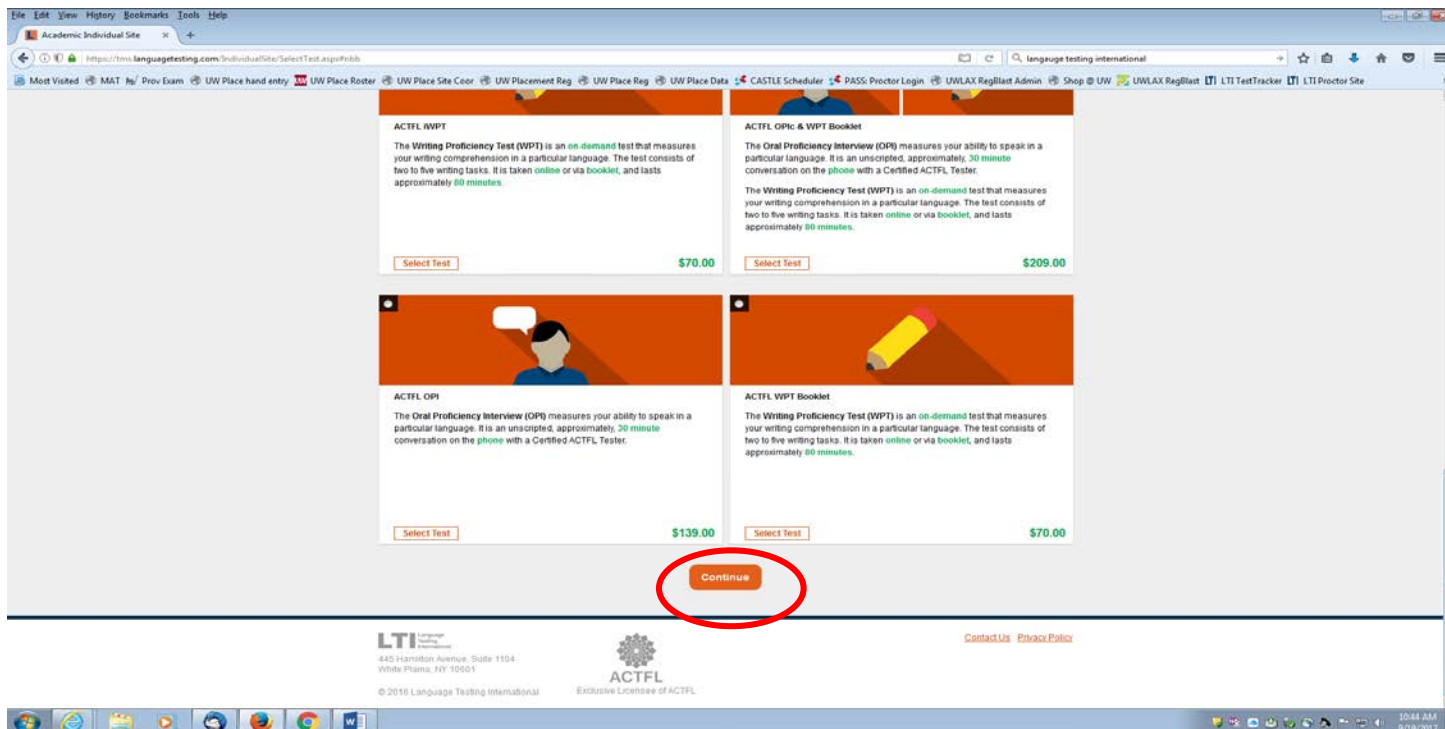


Select the tests you need, the **ACTFL OPic & iWPT**

Purchase both tests by checking the box in the upper left corner:



Scroll down to the bottom of the page and click the orange *Continue* button.

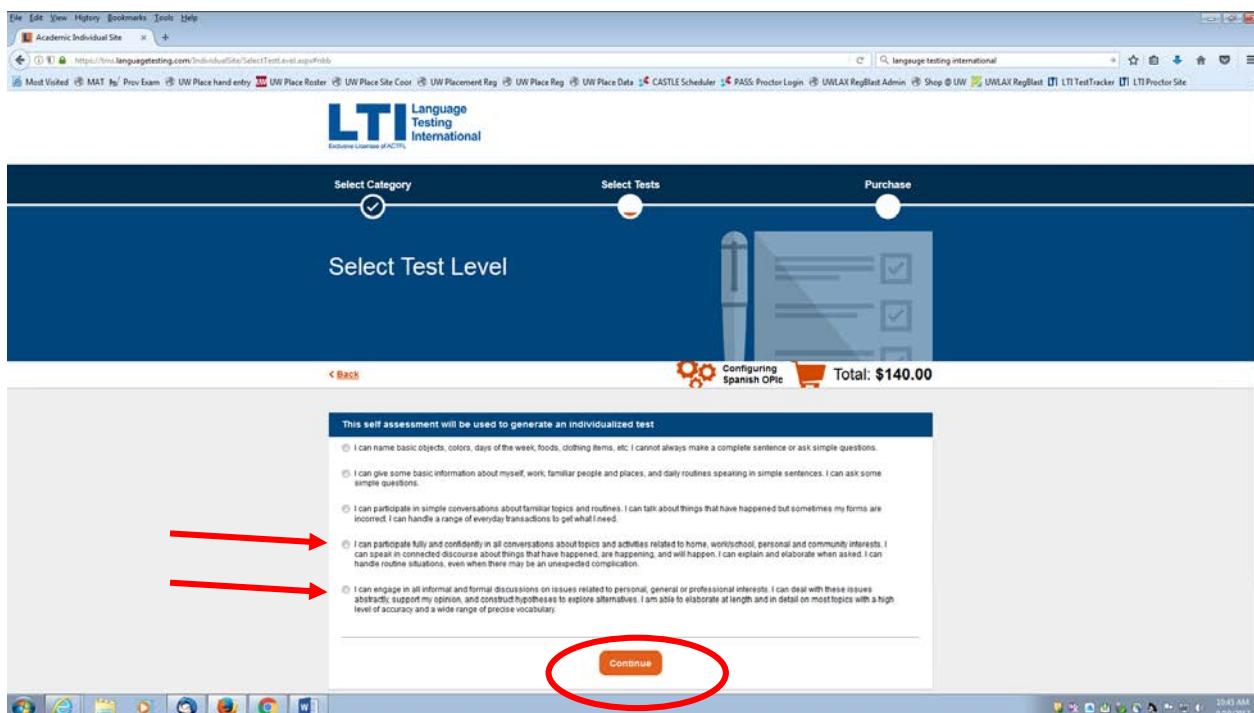


Carefully read the self-assessment descriptions and choose the one that best fits your language ability.

Only the two most advanced statements will generate a test sufficiently rigorous to allow you to score at the Intermediate High Level required for teacher certification.

Select the description that best fits your language skill by checking the button next to it.

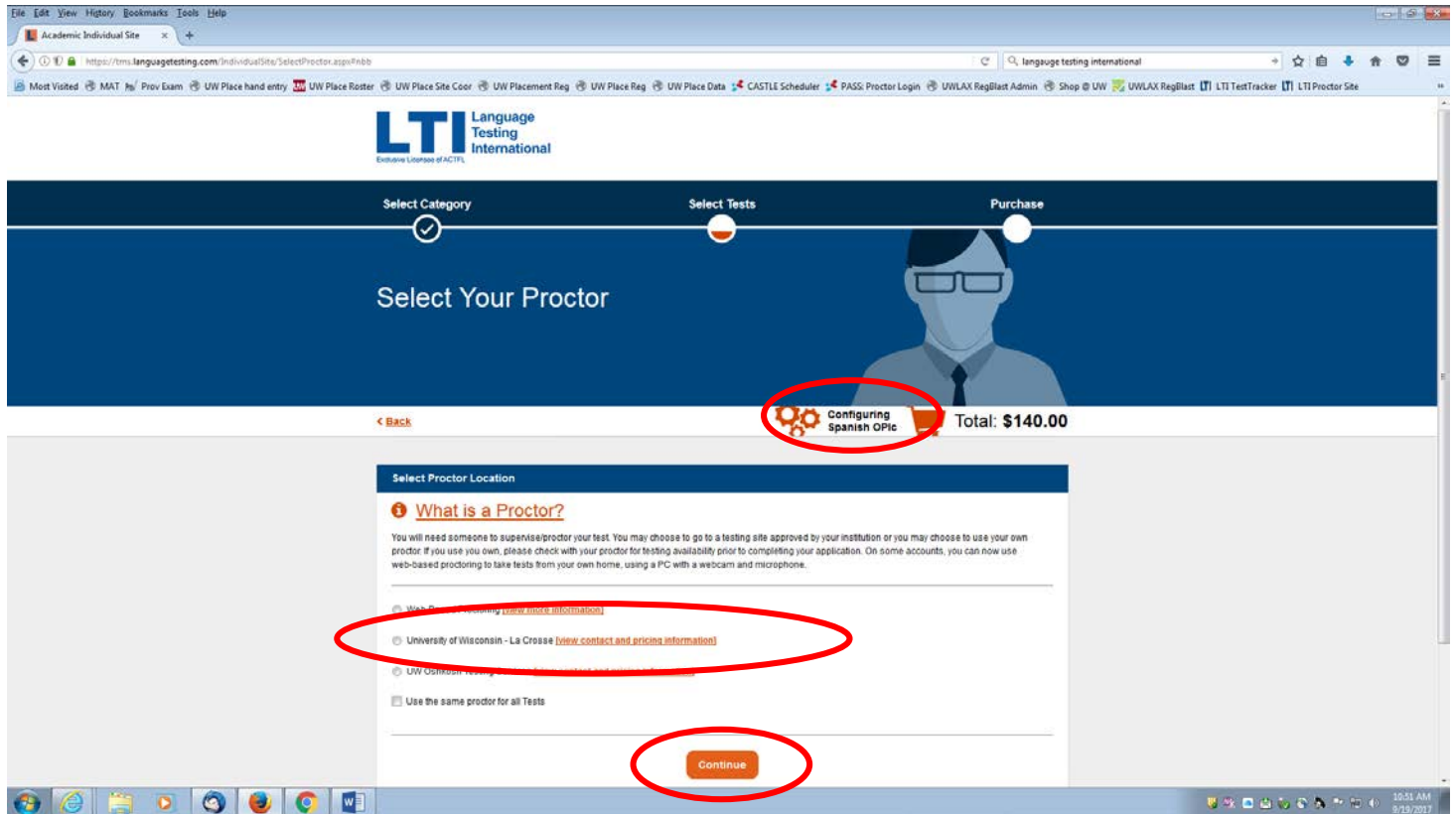
Then click the orange *Continue* button at the bottom of the screen.



Choose University of Wisconsin-La Crosse as your proctor for the OPIc.

This will ensure that your exam will be sent to the UWL Testing Center in Centennial Hall.

Click the orange *Continue* button at the bottom of the screen.



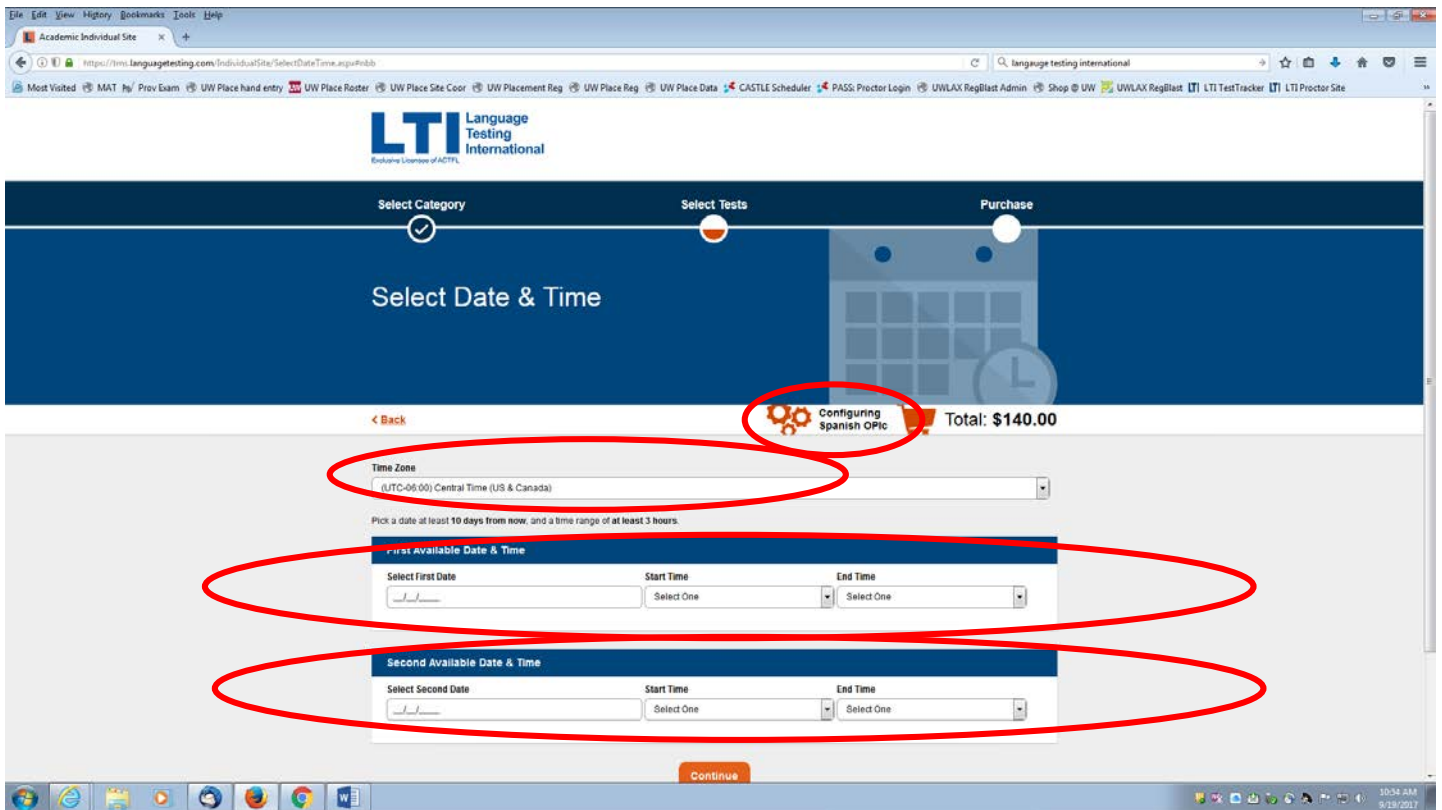
You must choose Central Time (US & Canada) from the top drop down box.

Then you must choose your first choice of test date and time in the middle box.

You must choose a date at least ten days in advance.

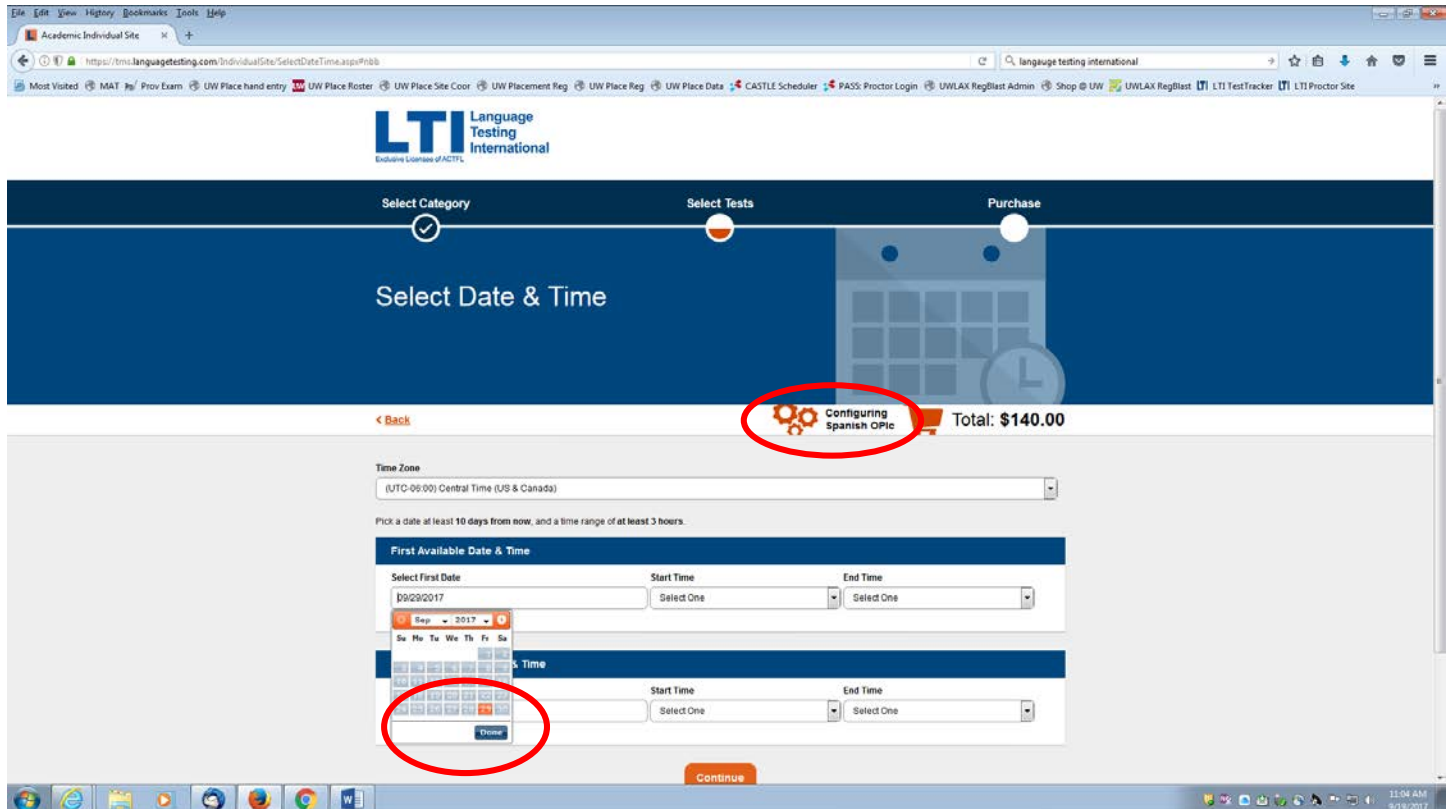
Then choose a second choice of test date and time as an alternate.

It must be after the first date you choose in the middle box.

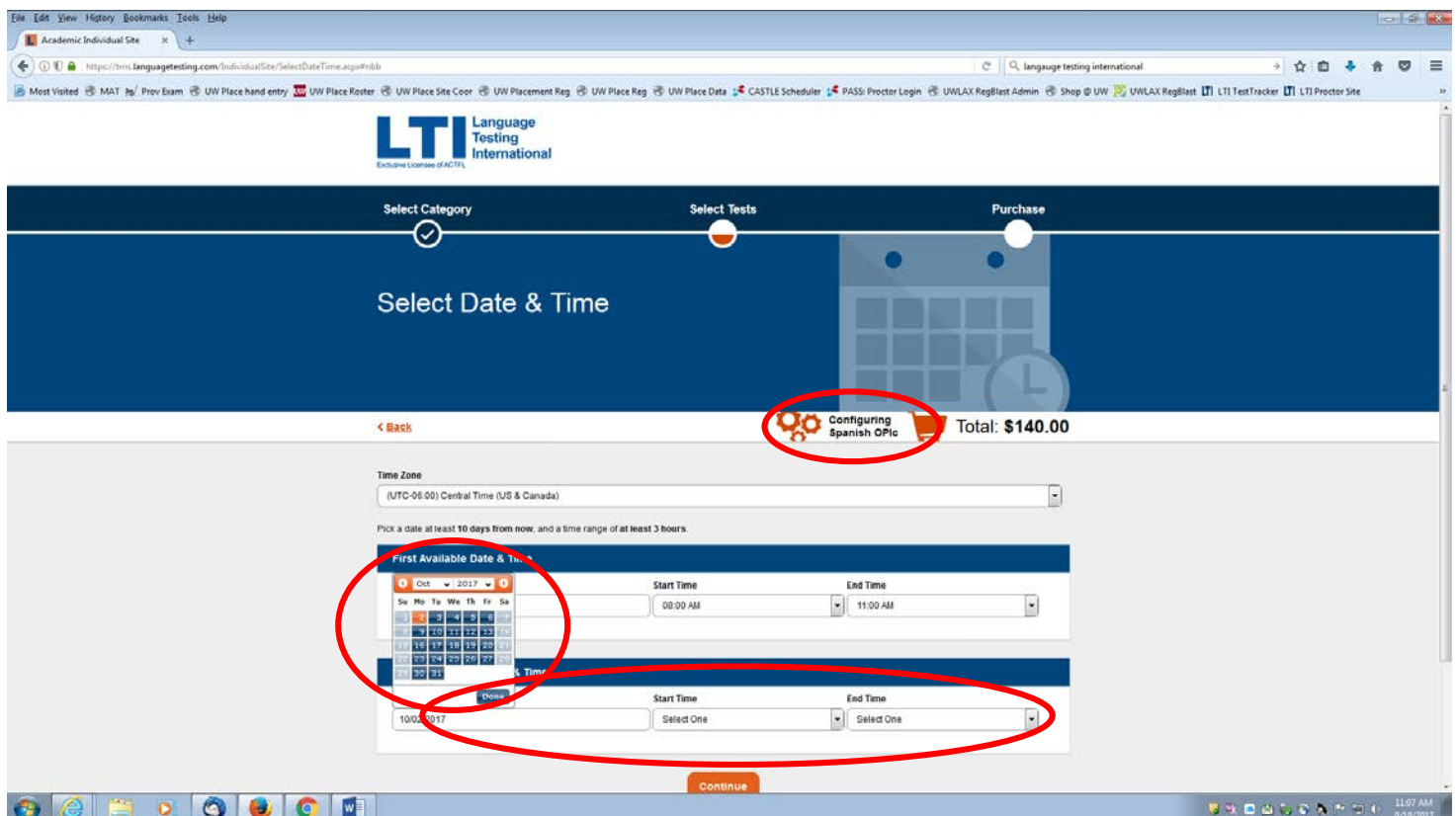


Choose your first desired test date and click “Done”.

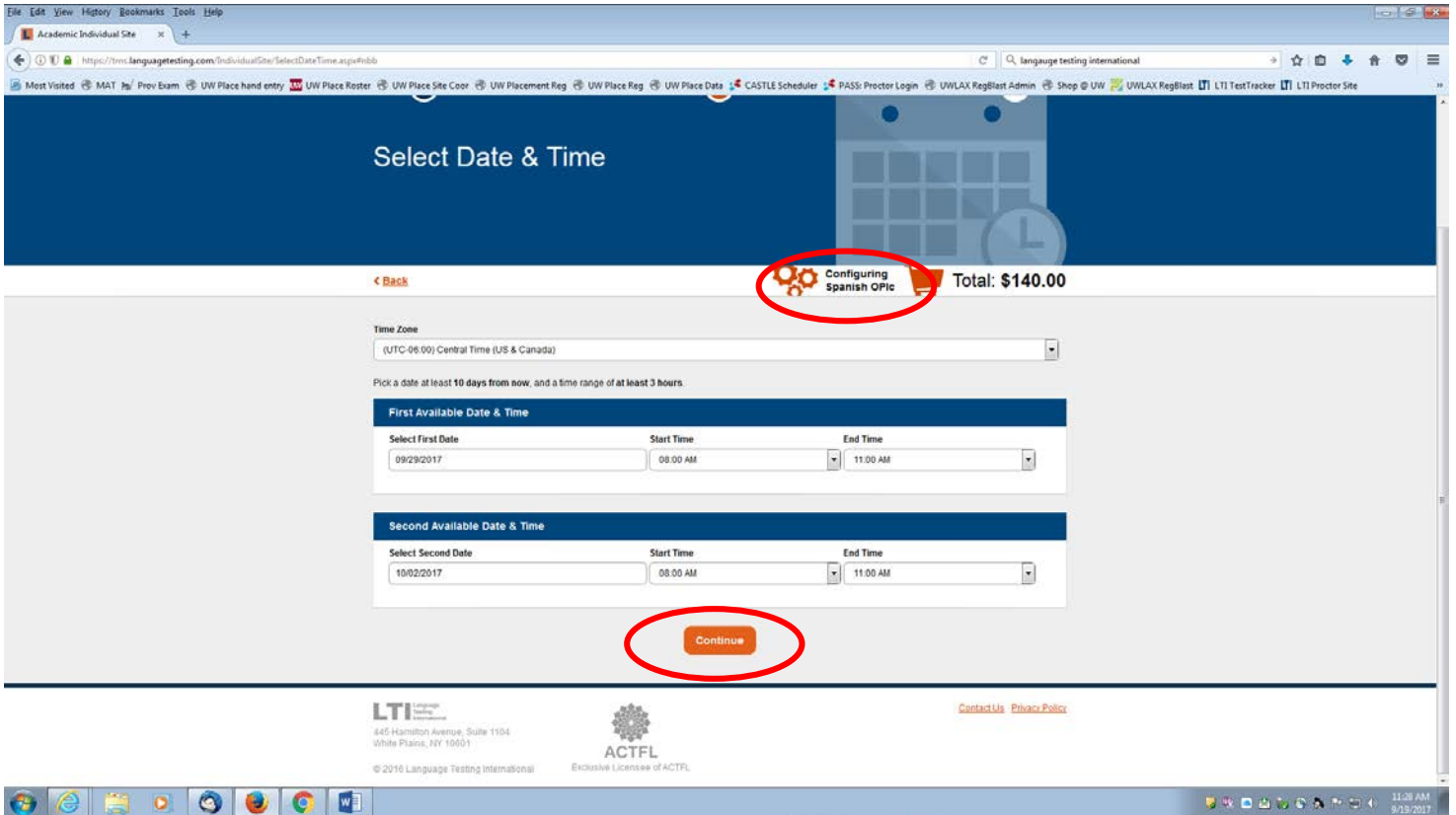
Then enter your desired start time and a desired end time (allow at least 3 hours for both tests).



Repeat for your alternate test date and times in the lower box.

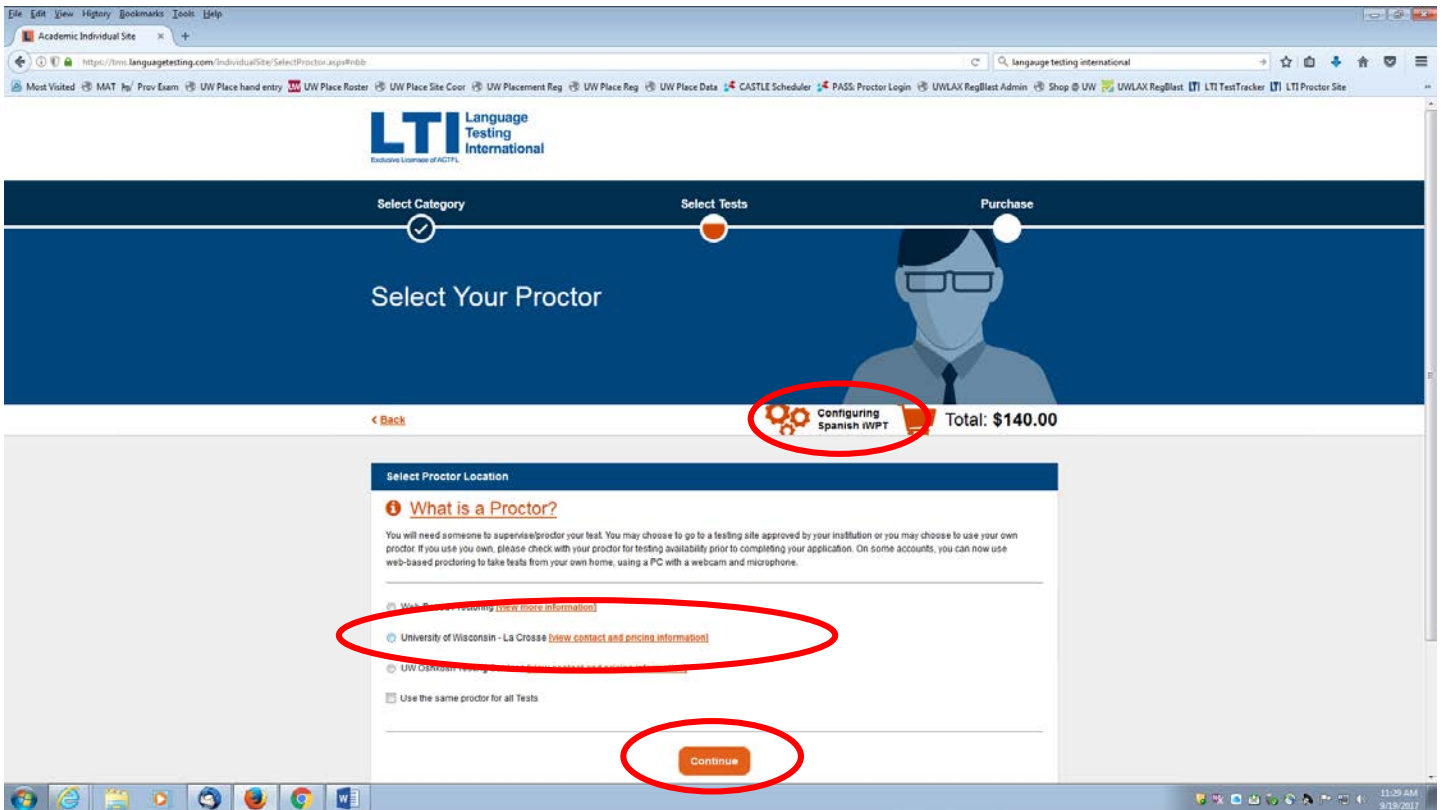


Once you have chosen two desired dates and times for the OPIc, click the orange *Continue* at the bottom of the page.



You will repeat this process for your iWPT exam.

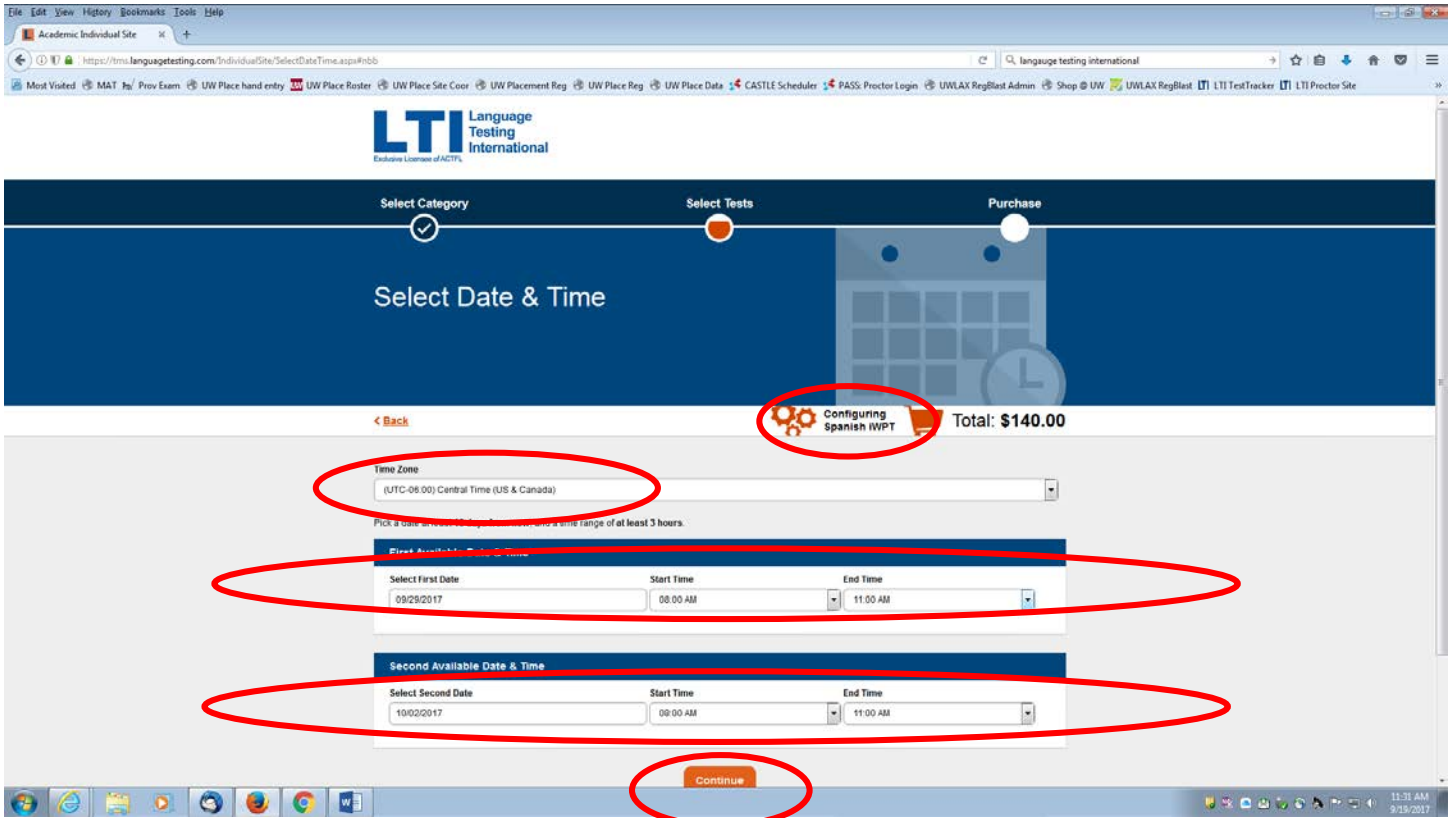
Choose your proctor by checking the button next to University of Wisconsin – La Crosse.



Click the orange *Continue* button at the bottom of the page.

Choose your time zone, and select desired dates and times.

Once you have chosen your dates and times for the iWPT, click on the orange *Continue* button at the bottom of the page.



You will now begin the checkout and payment process.

The Review screen will confirm your tests, proctor, dates, times, and cost.

Carefully review all the details of your exams and click on the *continue* button at the bottom of the screen.

LTI Language Testing International
Endorse License #ACTFL

Select Category Select Tests Purchase

Review Your Order

[Back](#) **Total: \$140.00**

Test Type	Proctor Type	Proposed Dates & Times	Upgrades	Subtotal	
OPic (Spanish)	University of Wisconsin - La Crosse	9/29/2017 8:00 AM - 11:00 AM 10/2/2017 8:00 AM - 11:00 AM (Central Standard Time)		\$70.00	Modify
WPT (Spanish)	University of Wisconsin - La Crosse	9/29/2017 8:00 AM - 11:00 AM 10/2/2017 8:00 AM - 11:00 AM (Central Standard Time)		\$70.00	Modify

Total: \$140.00

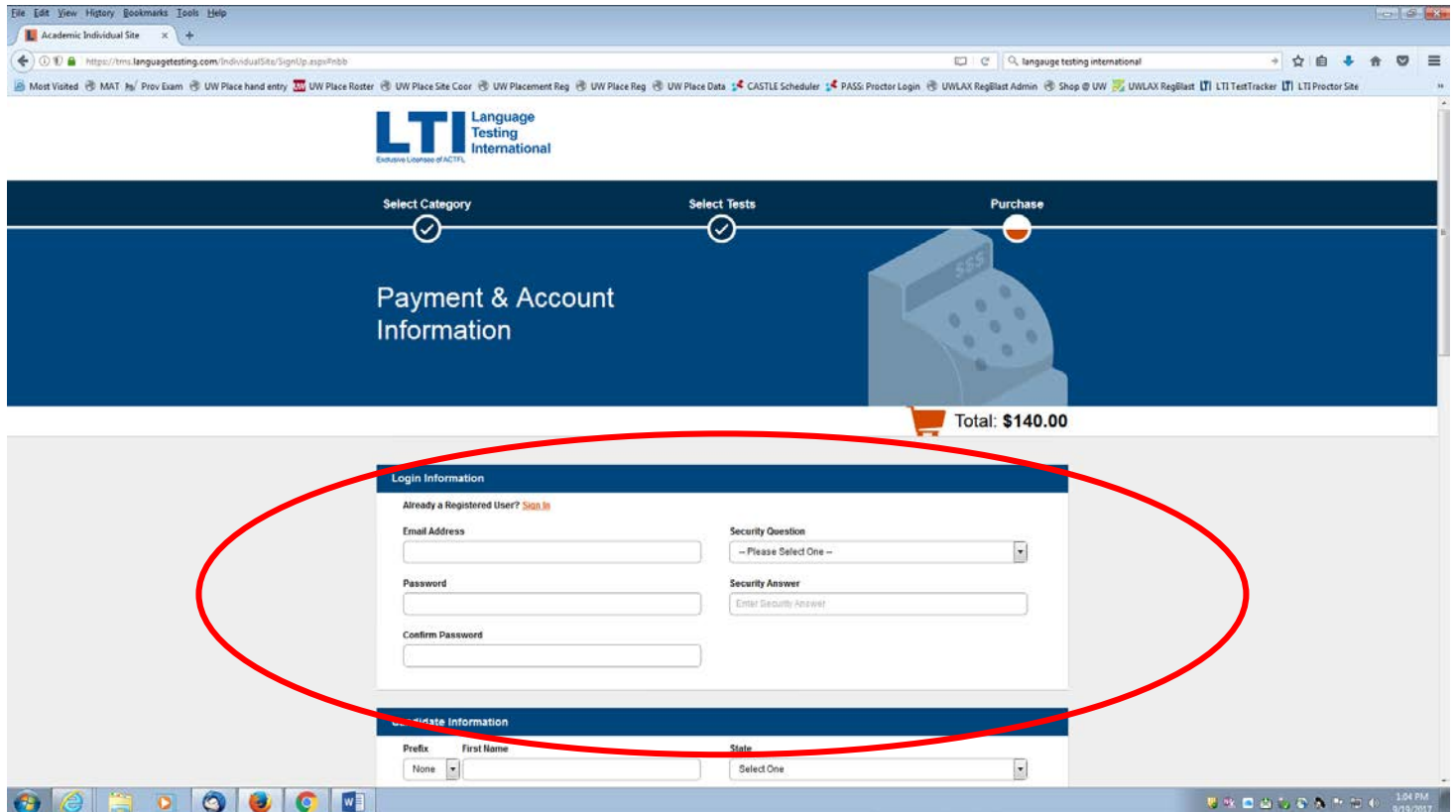
[Continue](#) [Add A New Test](#)

LTI Language Testing International
445 Lincoln Avenue, Suite 1104
Contact Us [Privacy Policy](#)

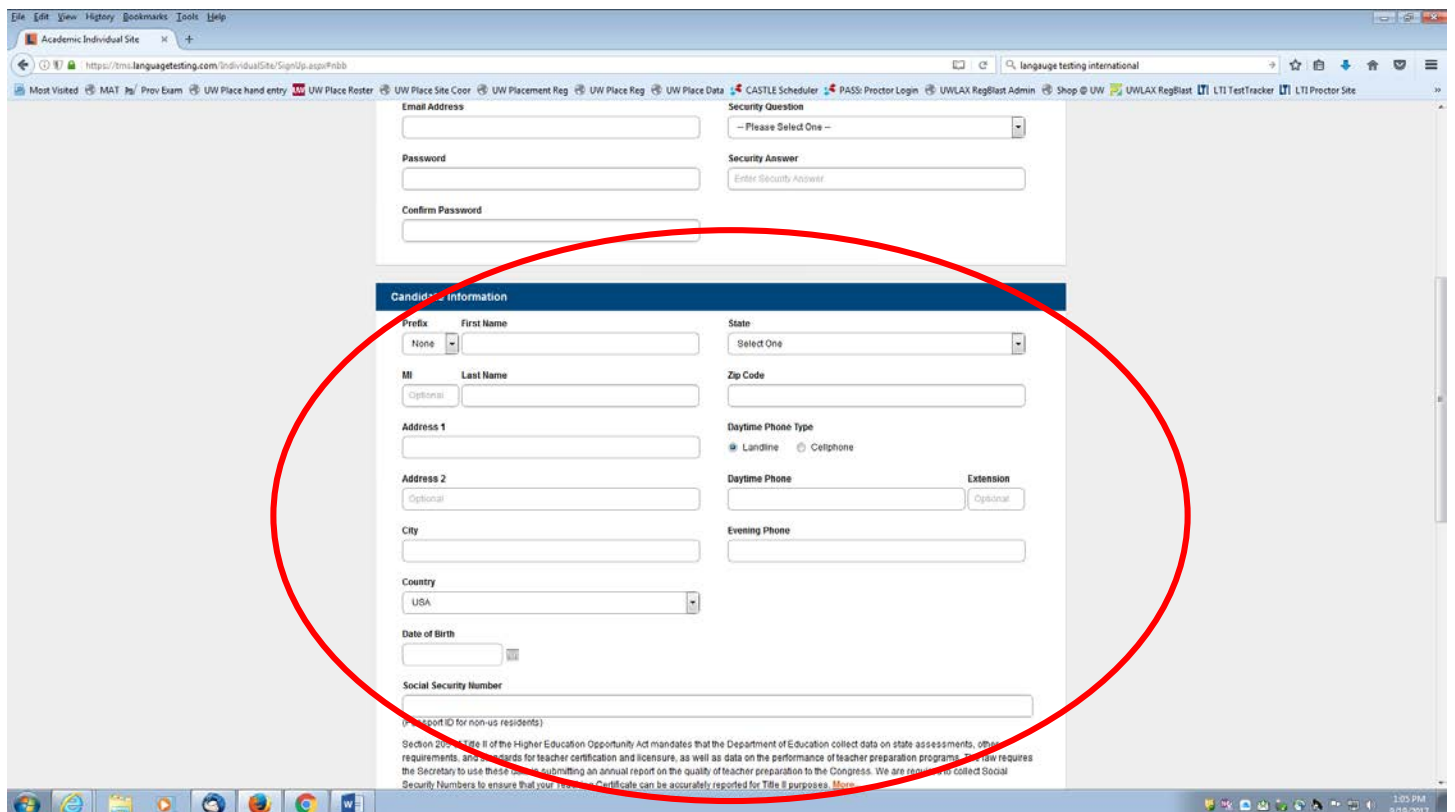
11:34 AM
9/13/2017

On this screen, you will create an account and pay for your tests.

Start by filling in your email address, choosing a password, and a security question and answer.



Continue to fill in all your demographic and personal information.



Carefully read the *Terms and Conditions* and check the box next to “I Agree.”

The screenshot shows a web browser window with the URL <https://lms.languagetesting.com/IndividualSite/SignUp.aspx#bb>. The page contains a registration form with several sections. A red circle highlights the "Terms and Conditions" section, and a red arrow points to the "I Agree" radio button. Below this section is the "Payment Information" section, which includes a "Payment Method" dropdown (set to "Credit Card"), and input fields for "First Name", "Last Name", "Card Issuer" (set to "Visa"), "Card Number", and "Card Expiration (mm/yyyy)". A "CVV (What's this?)" field is also present. An orange "Submit" button is located at the bottom of the form.

Complete your payment information and click on the orange *Submit* button.

This screenshot shows the same registration form as above, but with the "Payment Information" section highlighted by a red circle. The "I Agree" radio button is now selected. The "Submit" button is visible at the bottom of the form. At the bottom of the page, there is a footer with the LTI logo, address (435 Hamilton Avenue, Suite 1104, White Plains, NY 10601), copyright information (© 2018 Language Testing International), and the ACTFL logo with the text "Exclusive Licensee of ACTFL". There are also links for "Contact Us" and "Privacy Policy".

You will get a confirmation email once you have paid.

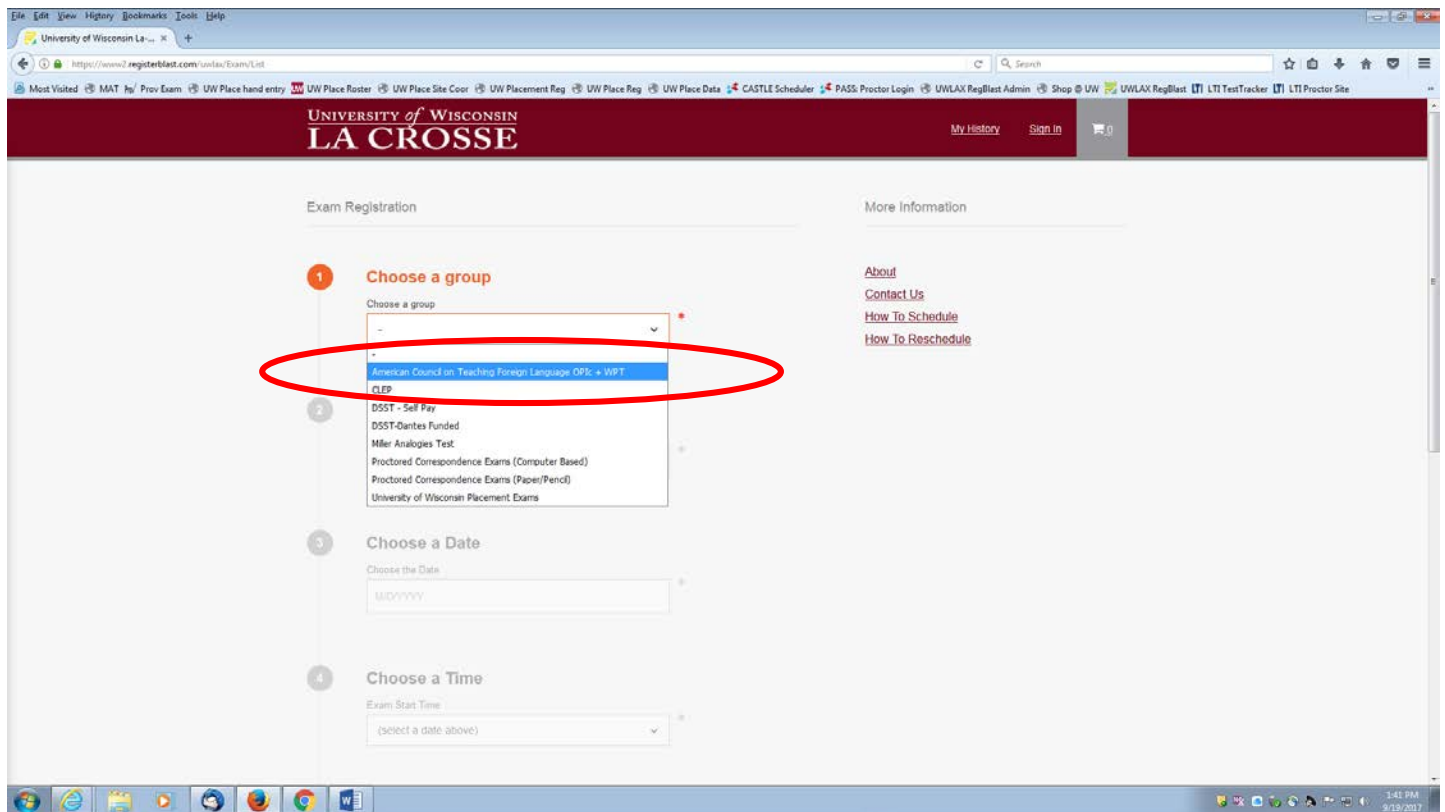
Keep your confirmation email.

You will now pay the proctor fee of \$33.50 to the Testing Center at UWL through RegisterBlast.

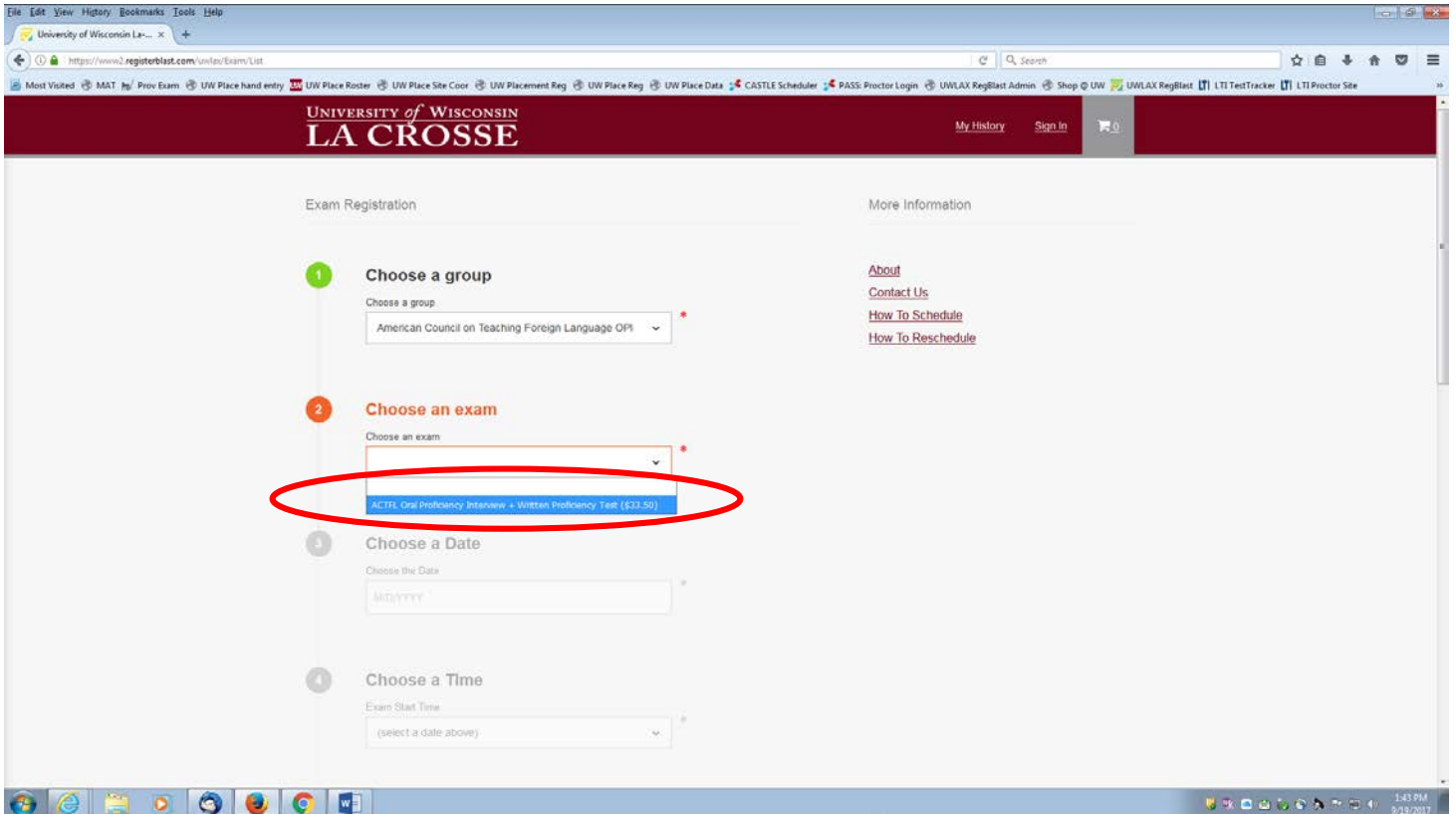
Go to the Testing Center registration portal at:

<https://www2.registerblast.com/uwlax/>

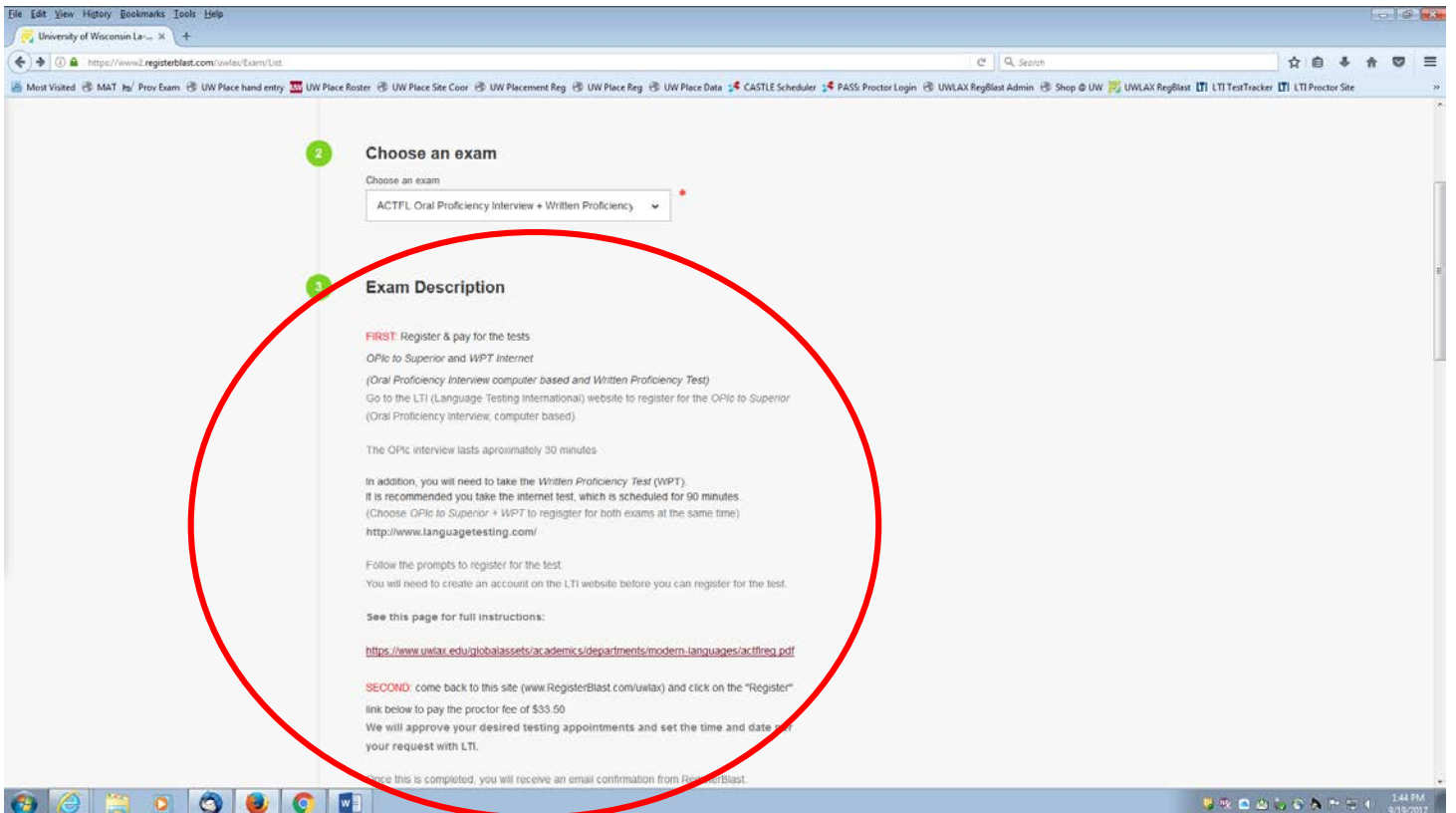
Choose *American Council on Teaching Foreign Language OPIc + WPT* from the drop down list at number 1.



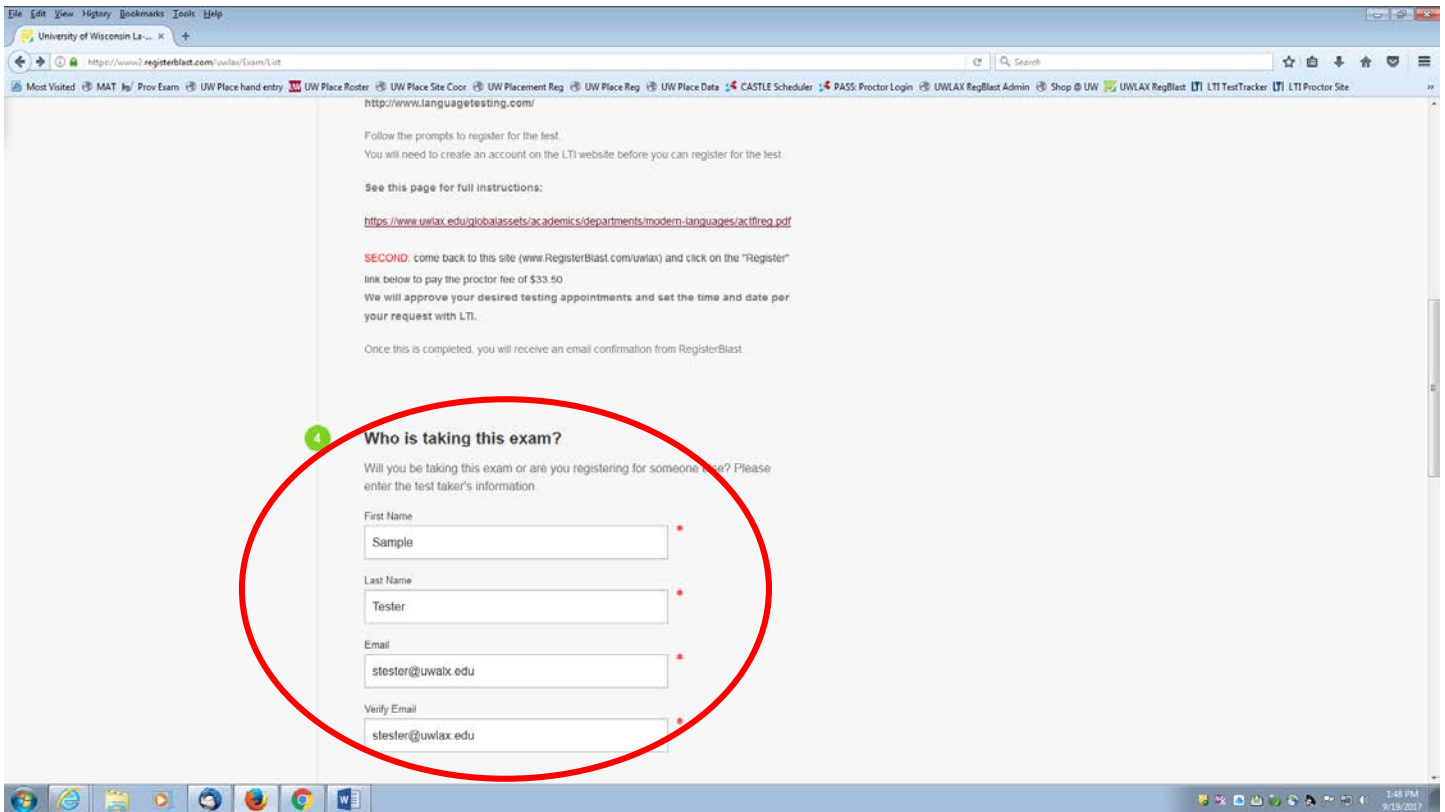
Choose *ACTFL Oral Proficiency Interview + Written Proficiency Test (\$33.50)* from the drop down at number 2.



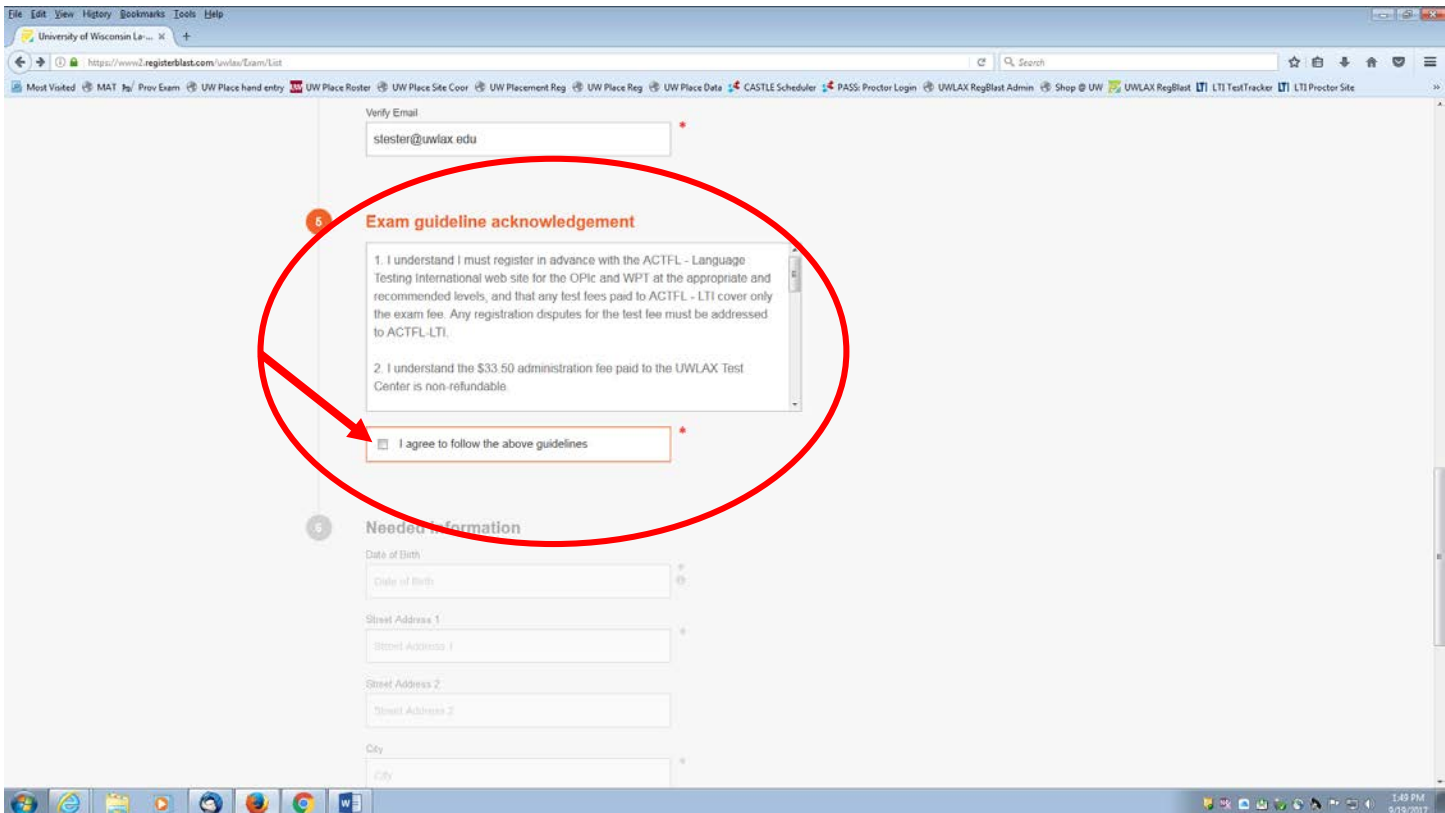
Number 3 will briefly review the registration process.



Complete your name and email address at number 4.



Read the *Exam Guideline Acknowledgement* and check the box that you "I agree to follow the above guidelines."



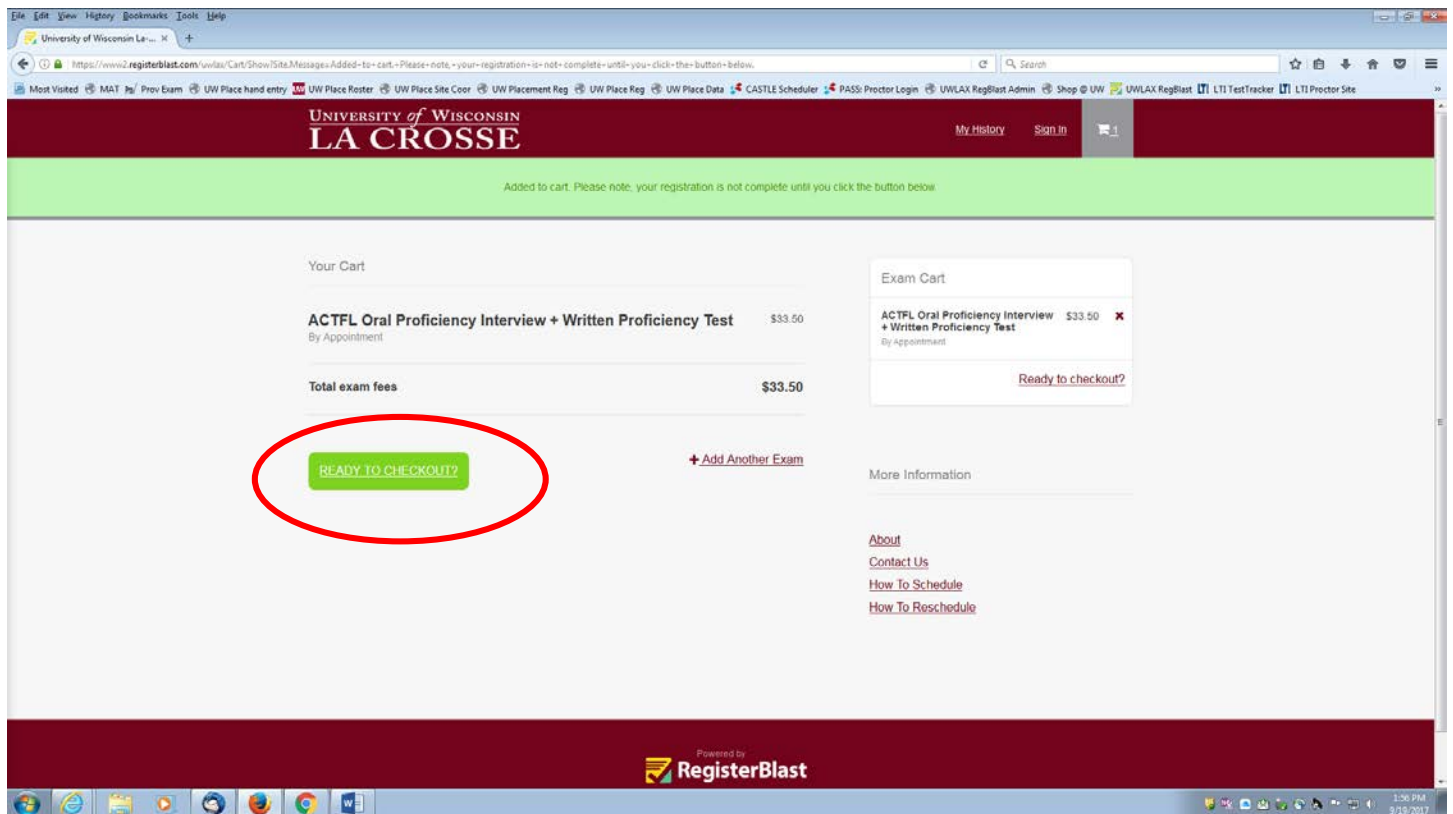
Complete the required fields at number 6 with your date of birth, address, city, state, zip and phone number.

The screenshot shows a web browser window with the URL <https://www2.registerblast.com/uwlaa/Exam/List>. The browser's address bar and tabs are visible at the top. Below the browser window, a registration form is displayed. A red circle highlights a section of the form labeled "6 Needed information". This section contains several input fields, each with a red asterisk indicating it is required. The fields and their values are: "Date of Birth" (09-01-1992), "Street Address 1" (1725 State Street), "Street Address 2" (309 North Sixteenth Street), "City" (La Crosse), "State" (Wisconsin), "Zip Code" (54601), and "Phone Number" (608-785-8074). Above this section, there is a checkbox labeled "I agree to follow the above guidelines" which is checked. The browser's taskbar at the bottom shows various application icons and the system clock indicating 1:54 PM on 9/19/2017.

Click on the green "Add to Cart" button at the bottom of the screen.

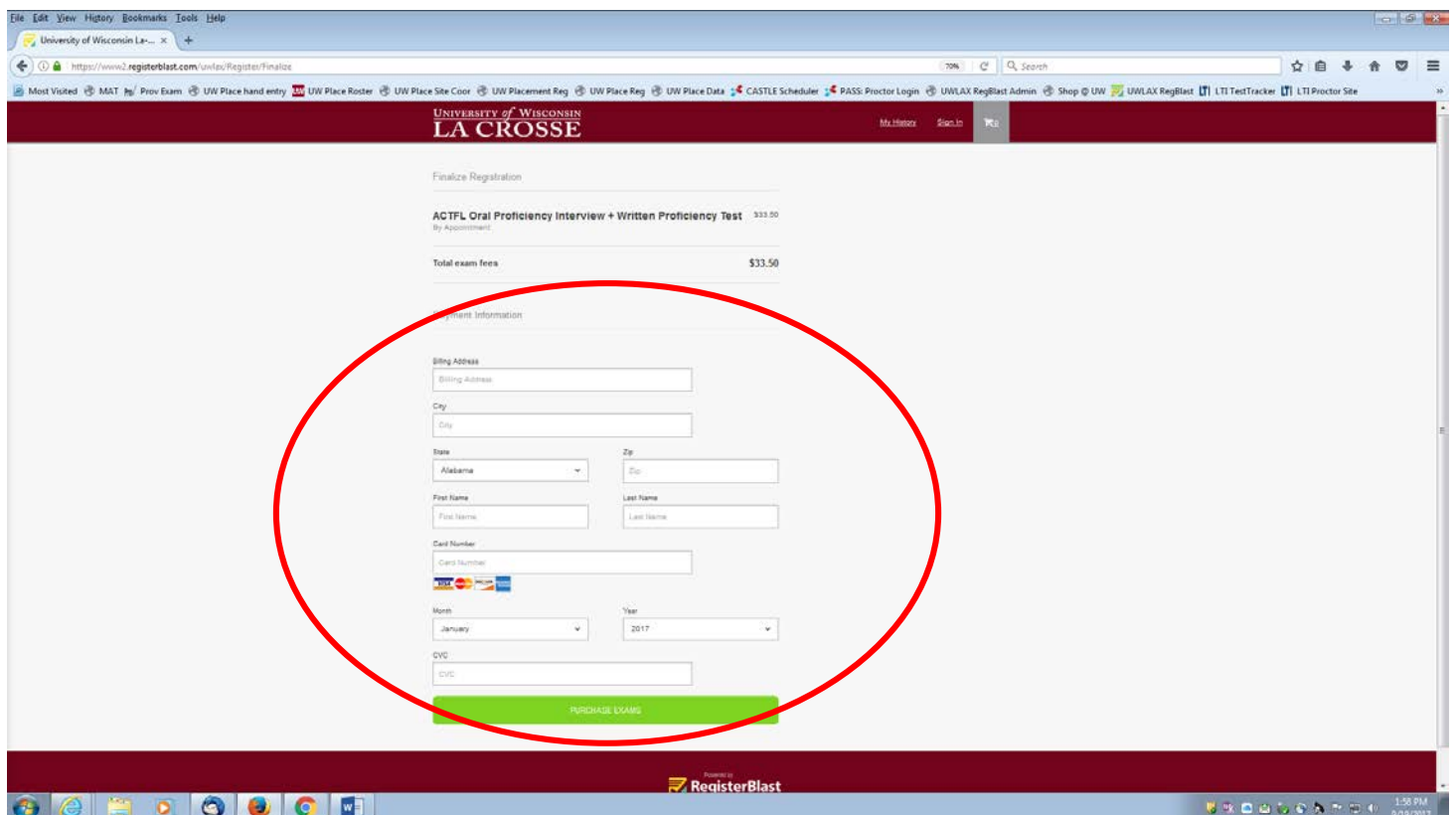
This screenshot shows the same web browser window as the previous one, but with the "ADD TO CART" button highlighted by a red circle. The button is green with white text. The registration form fields are still visible above the button, with the same values as in the previous screenshot. The browser's address bar and tabs are also visible. The footer of the page features the RegisterBlast logo and the text "Powered by RegisterBlast". The browser's taskbar at the bottom shows the system clock indicating 1:55 PM on 9/19/2017.

Review the details and click on the green “Ready to Checkout” button.



Complete your payment information.

Click on the green “Purchase Exams” button at the bottom of the screen.



Call the Testing Center to set your appointment. Ask to speak with the Testing Coordinator and tell them you have registered for the ACTFL exam and that you wish to set your appointment date.

608-785-8074

Once your appointment has been set, RegisterBlast will send you a receipt and confirmation email.

You will be sent a reminder two days prior to your exam.

On exam day, go to 2106 Centennial Hall at least 15 minutes prior to your appointment.

You must have a government issued photo ID such as a driver's license or a passport.

You can choose which exam to take first, the oral or the written.

The oral exam (OPIc) takes about 20 – 30 minutes.

The written exam (iWPT) take about 90 minutes.

Scores typically take from ten days to two weeks and Language Testing International will send you an email when your results are ready.

LTI will also send your scores to the UWL School of Education.

Scores will be entered into your WINGS account.

If you encounter difficulty in registering for the ACTFL test, or with RegisterBlast, please call or stop by the UWL Test Center in 2106 Centennial Hall.

COUNSELING & TESTING CENTER

2106 CENTENNIAL HALL

308 16TH STREET NORTH

LA CROSSE, WI 54601

CGILBERT@UWLAX.EDU

608.785.8074 OFFICE