

## **St. Olaf College Statement on Instructional Adaptations to Testing Procedures (Extended Time and Verbal Clarification) for Students Whose First Language is Not English**

St. Olaf professors are committed to making course content accessible to all students. The following statement regarding testing procedures aims to support students whose first language is not English during their first and second years of study at St. Olaf. The professor always has discretion as to when it is or is not appropriate to offer an alternate testing format.

- Time-and-a-half, verbal clarification of exam questions, and/or other adaptations to testing procedures would be considered appropriate if a student could “show what they know” given a little more time to process in English.
- Whenever possible, if granted extra time, a student whose first language is not English should take the exam in the same room as the rest of the students, and either begin early or stay late in that room, or finish in the professor’s office.
- After the first two years, students whose first language is not English are expected to complete exams under normal conditions as part of meeting the learning outcomes of a St. Olaf education.
- Alternative testing procedures for students whose first language is not English are not legally required. The decision to offer alternate arrangements for students whose first language is not English rests entirely with the professor and can be applied on a case-by-case basis – even to first- and second-year students whose first language is not English.