



Policy Number:	SP-003
Institute No.	4766
Approved By:	Board of Directors
Effective Date:	January 1, 2022
Revised Date:	October 14, 2025
Next Review:	_____ October 2028

English Language Proficiency Requirement Policy

1. Policy Statement

Guru Nanak Institute of Global Studies (GNI) delivers its academic programs in English. English is the primary language of instruction, assessment, academic communication, and institutional administration.

To support academic integrity, student success, and fair assessment practices, GNI requires applicants to demonstrate a level of English language proficiency sufficient for independent undergraduate study, including reading academic texts, participating in discussions, completing written assignments, and undertaking assessments.

2. Purpose

This policy establishes clear and consistent standards for assessing English language proficiency in order to:

- Ensure students are adequately prepared for academic study conducted in English
- Promote fairness, transparency, and consistency in admissions decisions
- Support student retention, progression, and timely program completion
- Provide multiple, recognized pathways through which applicants may demonstrate proficiency

3. Scope and Application

This policy applies to:

- All applicants to GNI degree, diploma, and certificate programs
- All domestic and international applicants whose first language is not English, or whose prior education was not completed in English

- Admissions staff, program chairs, and the Registrar responsible for evaluating and verifying documentation

The policy applies to both **direct admission** and **conditional admission** decisions.

4. Guiding Principles

GNI's English language proficiency requirements are guided by the following principles:

1. **Academic Readiness** – Students must possess language skills necessary for degree-level reading, writing, discussion, and assessment.
2. **Equity and Transparency** – Requirements are applied consistently regardless of citizenship, country of origin, or educational background.
3. **Multiple Pathways** – Proficiency may be demonstrated through prior education, standardized testing, or approved assessments.
4. **Program Appropriateness** – Language standards reflect the academic demands of each credential level.

5. Accepted Evidence of English Language Proficiency

Applicants must satisfy **at least one** of the following criteria.

A. Prior Education in English

Applicants may meet the requirement through prior education if they have completed one of the following:

- At least **two years of secondary education in Canada**, including Grade 12 English in British Columbia (or equivalent), with a minimum grade of **C** or higher.
- Two years of secondary education (including English 10 and 11, minimum grade **C**) in a country where English is a principal language,
- At least 3 credits of post-secondary English or Communications coursework with a minimum grade of **C+**, completed at an accredited institution where English is the language of instruction, or
- Completion of an English for Academic Preparation (EAP) level IV reading/writing (equivalent to CLB 8) or courses at a BC postsecondary institution with a **C** or higher.

B. Standardized English Language Tests

Applicants may alternatively submit verified test results completed within **two years** of the program start date.

Test	Minimum Score (Undergraduate/Diploma Programs)
IELTS Academic	Overall 6.0, with no band below 5.5
TOEFL iBT	Overall 67-79, with minimum 18 in Reading, Writing, Listening, and Speaking
PTE Academic	Overall 56, with a minimum 62 in writing and no communicative skill below 50
Duolingo English Test	Overall 105
Cambridge English (B2 First / C1 Advanced)	Minimum overall score of 169
CAEL (Canadian Academic English Language Test)	Overall 60, with no sub-score below 50
CanTEST	4.5 average, no component below 4.0
ITEP Academic	3.8 score
EIKEN	Pre-1
Canadian Language Benchmark (CLB)	8 score, with no skill below 7
CELP/IP	8 score, with no skill below 7
FCE	175
Accuplacer Assessment	Minimum scores: Reading (235), Writing (235), Writeplacer (4)

C. Mature student applicants

Applicants who are **19 years of age or older**, are Canadian citizens or permanent residents, and are unable to provide complete academic records may be considered under mature applicant provisions.

Such applicants must:

- Attest to completion of at least three years of full-time education in English in a country where English is a principal language, and
- Complete the Accuplacer English Assessment with the minimum scores listed above.

6. Verification and Documentation

- Official test results must be submitted directly or verified with the issuing agency.
- Transcripts must clearly indicate the language of instruction.
- All documentation is reviewed and recorded by the Registrar's Office and may be subject to audit as part of internal academic quality assurance.

7. Communication and Transparency

English language proficiency requirements are formally documented and communicated through institutional channels, including the GNI website and program-specific pages, the Admissions Guide, and official program information and recruitment materials. All published information

clearly specifies minimum proficiency requirements and acceptable forms of evidence. These materials are maintained under institutional oversight and reviewed periodically to ensure accuracy, consistency, and alignment with GNI's admission standards.

8. Related Policies

- SP-004 - Transfer Credit
- ADM-004 - Institutional Quality Assurance
- SP-017 - Accessibility & Accommodation

9. Review and Amendment

This policy is reviewed at least once every **three (3) years**, or sooner if required by:

- Changes in institutional programs or admission practices
- Updates to recognized language assessments or benchmarks

All amendments must be approved by the Academic Council and ratified by the Board of Directors.