

**Çankaya University**  
**Department of Foreign Languages**  
**English Preparatory Unit**  
**Proficiency Exam**

Proficiency Exam is a test that assesses students level of English in four skills and use of language. It consists of five parts, which are Listening, Reading, Use of Language, Writing, and Speaking. All the items in Listening, Reading, and Use of Language parts are multiple choice items, and the answers are marked on an optical form. There are also writing and speaking parts of the proficiency exam, which require students' production and those parts are graded by the instructors. The content and details of this exam is as in the following table.

**Table of Exam Specifications for Proficiency Exam in 2024-2025 Academic Year**

<b>Section</b>	<b>Grade</b>	<b>Timing</b>	<b>Number &amp; Types of Items</b>	<b>Text Type &amp; Length</b>	<b>Objectives</b>	<b>Grading Policy</b>
<b>Listening</b>	25/100 pts.	±25 minutes	- Listening 1: Lecture (Note-taking) ±8 Multiple Choice items - Listening 2: Conversation (While Listening) ±8 Multiple Choice items	B2 Level (CEFR) listening texts adapted from course books, websites etc.  Lecture: ±7 minutes Conversation: ±5 minutes	- Identify the overall ideas, the topic in a clearly structured lecture or talk delivered in standard language by taking notes - Find out particular information in a discussion or argument conducted in clear standard language - Understand conveyed information that is implied, but not explicitly stated in a listening text	Notes taken on the outline sheet are not to be graded.  Answers marked on the Optical Form are to be graded.
<b>Reading</b>	30/100 pts.	±40 minutes	±20 Multiple Choice items	B2 Level (CEFR) academic reading texts adapted from course books, websites, journals, magazines etc.  Text 1: ±500 words Text 2: ±700 words	- Identify the gist/ topic / main idea - Identify the genre of the text - Locate relevant details - Infer or deduce the meaning of unfamiliar vocabulary using textual clues - Insert a sentence into a gap in a paragraph - Identify a referent word in a text - Make inferences from a text - Recognize author's purpose, claim, point of view, and tone	Answers marked on the Optical Form are to be graded.

<b>Use of Language</b>	10/100 pts.	±25 minutes	10 Multiple Choice Items (- 6 Sentence Completion - 4 Paraphrasing)	B2 Level (CEFR) academic short texts adapted from course books, websites, journals, magazines etc.	- Show a good control of grammatical structures and vocabulary items covered in Grade 4	Answers marked on the Optical Form are to be graded.
<b>Writing</b>	20/100 pts.	±40 minutes	1 Task	An essay of around 400 words	- Produce clearly intelligible, continuous essay which follows the standard layout and paragraphing - Produce an essay or report which develops an argument systematically with appropriate highlighting of significant points and relevant supporting detail - Express ideas on controversial topics giving reasons in support or against a particular point of view	Written production will be marked according to the expectations of Grade 4. (as specified below)
<b>Speaking</b>	15/100 pts.	±5 minutes	Interview consisting of 2 parts.  Part 1 Warm-up: Personal Information Questions  Part 2 Detailed Response: Opinion Questions on a given topic		- Explain a viewpoint on a topical issue giving the advantages and disadvantages of various points - Highlighting the personal significance of events and experiences, and accounting for and sustaining views clearly by providing relevant explanations and arguments - Taking the initiative in an interview and developing ideas with little help from an interviewer - Making relevant comparisons that help the recipient better grasp the information concerned - Employing prosodic features (e.g., stress, intonation, rhythm) to support the message they intend to convey - varying formulation of what they want to say	Spoken production will be marked according to the expectations of Grade 4. (as specified below)
<b>TOTAL</b>	<b>100 pts.</b>	<b>±135 minutes</b>	<b>±45 items</b> <b>1 Writing Task</b> <b>1 Speaking Task</b>			

Written and spoken production by students in this exam are to be marked according to certain expectations. Students are expected to show good control of the following grammatical structures.

- Present Forms (Simple Present, Present Continuous, Present Perfect, Present Perfect Continuous)
- Past Forms (Simple Past, Past Continuous, Past Perfect, Past Perfect Continuous)
- Future Forms (Simple Future, Future Continuous, Future Perfect, Future Perfect Continuous)
- Gerunds and Infinitives (with infinitives of purpose)
- Modal Verbs
- The Passive
- The Causative
- Relative Clauses
- Conditionals & Wish Clauses
- Embedded Questions
- Noun Clauses

Apart from grammar, students are also expected to show a good degree of control in B2 Level (CEFR) vocabulary. The lexis expected from students is determined according to Academic Word List (Coxhead, 2000). To see the headwords of the list, please [click here](#).

Coxhead, A. (2000), A new academic word list. *TESOL Quarterly*, 34(2): 213-238.