

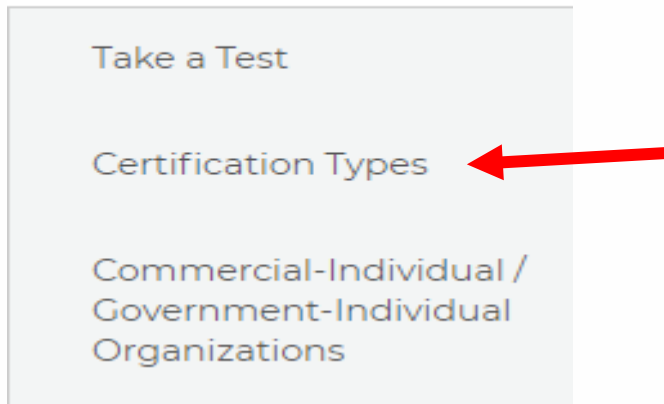
## Student Instructions for Navigating ACTFL Test Registration

To register for your online assessment, please follow the following steps:

Step 1: Go to: [www.language-testing.com](http://www.language-testing.com) to purchase your test and setup your account

Step 2: Go to Certifications for Individuals and select **Certification Types**

### Certifications for Individuals



Step 3: Select or type the language you wish to test in and click Next

Select the language you would like to get certified in:

 English ^ **Next**

## Popular Languages



- |           |                 |
|-----------|-----------------|
| Arabic ›  | Mandarin ›      |
| English › | Pashto ›        |
| French ›  | Persian Farsi › |
| German ›  | Portuguese ›    |
| Italian › | Russian ›       |
| Korean ›  | Spanish ›       |

[View our complete list of 100+ languages ›](#)

Step 4: Select “I am a student or teacher and need to take an ACTFL assessment as a requirement for my academic program.”

I am a student or teacher and need to take an ACTFL assessment as a requirement for my academic program.



Choose Test



Learn More

Step 5: Type in SUNY Buffalo State and click continue

1 Choose Language : English    2 Choose Test    3 Schedule    4 Sign In    5 Checkout    6 Confirm

[Get Started](#)

Choose the program you are looking for and the school or Institution it's associated with.






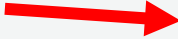
What school or institution are you looking for ?

I can't find my institution or I'm an independent candidate



Step 6: Select the OPI and click continue to schedule the test

Select the test you would like to take in order to get certified.

<p>Oral Proficiency Interview (OPI)</p> <p>\$145.00   30 minutes</p> <p></p> <p>Select Test</p> <p>Learn More ▾</p>	<p>Oral Proficiency Interview by Computer (OPIC)</p> <p>\$73.00   40 minutes</p> <p></p> <p>Select Test</p> <p>Learn More ▾</p>	<p>Writing Proficiency Test (WPT)</p> <p>\$73.00   80 minutes</p> <p></p> <p>Select Test</p> <p>Learn More ▾</p>	<p>Listening Proficiency Test (LPT)</p> <p>\$31.00   50 minutes</p> <p></p> <p>Select Test</p> <p>Learn More ▾</p>
<p>Reading Proficiency Test (RPT)</p> <p>\$31.00   50 minutes</p> <p></p> <p>Select Test</p> <p>Learn More ▾</p>	<p></p> <p>Continue to Schedule</p>		

Step 7: Select Web-based proctoring – Examity, your time zone, the day and time you wish to test

Schedule your **80 minute** English WPT.

Test

English WPT

Select a Proctoring Option [What is a proctor?](#)

You will need someone to supervise/proctor your test. For some tests, you may choose to go to a testing site approved by your institution or you may use your own proctor. If you use your own, please check with your proctor for testing availability prior to completing your application. Some tests allow a web-based proctoring option to take tests from your own home, using a computer with a webcam and microphone. Please choose one of the available proctoring options for your test.


Web-Based Proctoring - Examity

Choose your time zone and the date and time at which you wish to schedule your test. You will be required to use a remote proctoring service when taking the test; upon order confirmation you will receive email notifications with detailed instructions. Please note that you may need to set up your profile for remote proctoring in advance of your test appointment, so follow the emailed instructions as soon as possible.

**Time Zone**

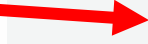
(UTC-05:00) Eastern Time (US & Canada) ▼

**Day**

03/23/2022 

**Time**

08:30 AM ▼

 **Next**

Step 8: At this point you will need to create your own account or log in if you have an existing LTI account

### Create an Account or Login

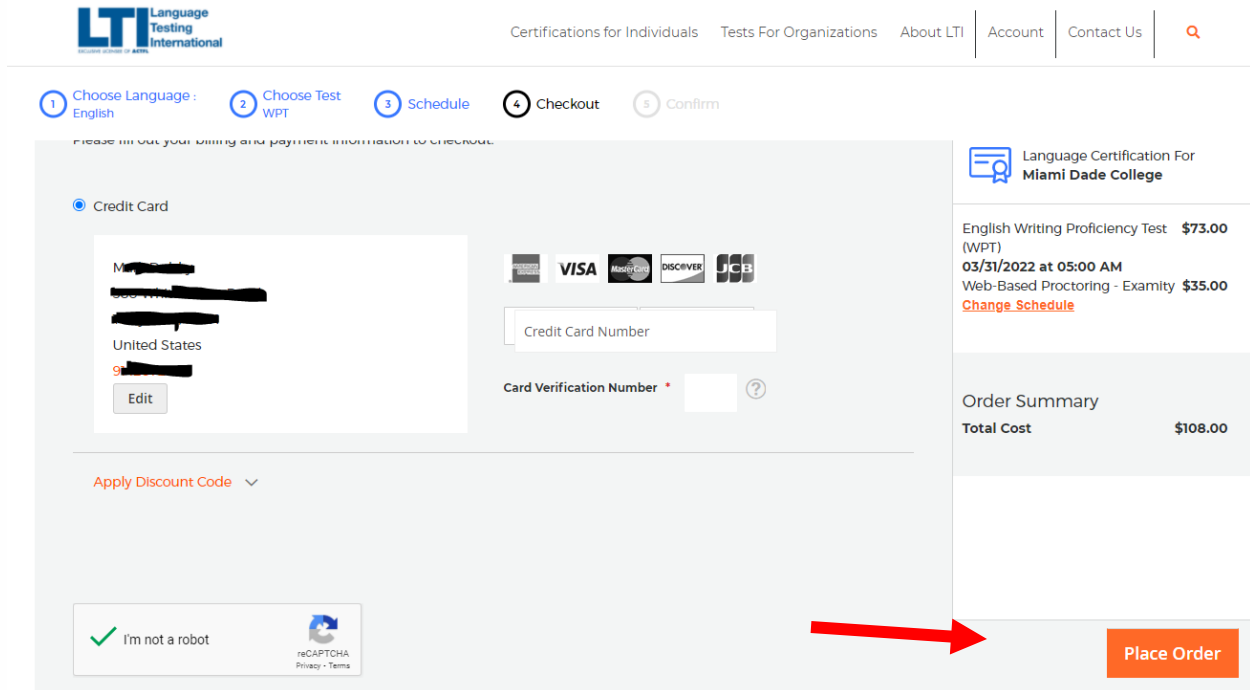
Please create an account or login to continue.  
[Create an Account](#)

Login

[Login](#) [Forgot Your Password?](#)

Step 9: After creating your account or logging in, place the order – **please review your order prior to clicking Place Order**

- You'll be emailed the test instructions once you have ordered your test or tests.



**Notes:**

- o **Five ACTFL assessments are available.** SUNY Buffalo State accepts only the OPI for college credit.
- o Examinees requesting Auxiliary Aids and Modifications should register first and then send an email [accommodations@languagetesting.com](mailto:accommodations@languagetesting.com). LTI requests that this be sent 10 business days before your test date but after you have scheduled your test.
- o The ACTFL assessments that students order in SUNY Buffalo State's account are included in the official certificate group. ACTFL offers other assessments that do not carry an official test certificate.
- o ACTFL has a 90-Day Retest Policy. Each candidate is eligible for a one-time retest waiver to retake the test (their 2nd attempt) within the 90-day period. After that, they will need to wait 90 days to retest.

- Sending a certificate to SUNY Buffalo State is not required, since it can be accessed by SUNY Buffalo State via the LTI client site.
- Express Rating Service guarantees ratings within 14 business days (weekends and holidays excluded) of the test administration date for the OPI (Oral Proficiency Interview). Standard rating turnaround is 2-4 weeks.
- To ensure that your results are matched with your MDID# and for transcript evaluation purposes; please complete a **Test Entry Request Form** after you take your ACTFL exam.

Good luck!

**For Customer Support queries:**

email [support@languagetesting.com](mailto:support@languagetesting.com) or call LTI during regular business hours (Monday-Friday, 8am – 7:00pm Eastern time) at 800-486-8444, Option 1.