

Application Instructions for Taking the Oral Proficiency Interview (OPI) and the Writing Proficiency Test (WPT)

All students seeking ESL certification in NJ are required by the NJ State Department of Education to take the OPI and WPT to demonstrate proficiency in English.

- 1. Plan to take the tests prior to beginning your coursework in the field. If this is not possible, take them as early in your coursework as you can.**
- 2. Go to the LTI (Language Testing International) website at:
<https://www.languagetesting.com/acad_to_apply.htm>**
- 3. Click on “NJ Teachers only,” and then click on the link for ESL teachers, which will lead you to the OPI and WPT application forms. You have a choice of filing the applications online or printing and mailing/faxing the forms. If you choose, mail or fax to LTI the applications along with the Test-Taker Acknowledgment Consent and Waiver Form and payment. You will also find a brochure and some FAQs on this website.**
- 4. The cost for the OPI is \$134.00. The WPT costs \$65.00. There are additional fees for missed appointments, rescheduling, and express processing. Payments can be made by credit card authorization (MasterCard, VISA, Discover), money order, or personal check. Payment must accompany the application forms.**
- 5. LTI will only schedule testing appointments once payment has been received. Students will have to build in 10 business days between LTI receiving payment and the first available testing date. For example, if LTI receives payment on Sept. 3, the first day on which they will book a testing date will be Sept. 17. The OPI can be scheduled Monday-Friday, 9am-4:00pm. The WPT can be scheduled Monday-Friday, 9am-2pm.**
- 6. *TAKING THE OPI AND WPT AT MONTCLAIR STATE.* The Linguistics Department provides limited proctoring services for TESL certification students only who are required to take the Oral Proficiency Test (OPI) and the Writing Proficiency Test (WPT) in English.
The proctoring charge for the OPI is \$15 and for the WPT, \$35. Please contact Tina Bollettieri for the appropriate invoice for payment at the College Hall Cashier’s Office, Room 216. The Cashier’s Office will accept cash or money order (made payable to Montclair State University) and will provide a receipt as proof of payment. Please present this receipt at the time of testing.**

Further information can be found at:

https://www.languagetesting.com/acad_to_apply.htm

For more details, you may contact Tina Bollettieri at (973) 655-7695 to discuss proctoring arrangements.

Office: Dickson Hall 116

M-F, 8:30am-4:30pm (Summer hours: M-Thurs., 8am-5:15pm)

bollettieri@mail.montclair.edu

7. If you make arrangements with Montclair State University to provide a proctor for either of these tests, completed and signed proctor forms must accompany your test applications. Please inform Tina Bollettieri of your prospective test date choices prior to making the request with LTI since arrangements must be made in her schedule to accommodate the testing period. *If you make arrangements with LTI before checking with the proctor, and the date and time given by LTI conflicts with the proctor's schedule, you may be charged by LTI for rescheduling the appointment.*
8. Please present a photo ID the day of your test.
9. An advanced-low score, according to the American Council on the Teaching of Foreign Languages (ACTFL) guidelines, is required for both the OPI and WPT. To view the various proficiency descriptors, please visit:
<https://www.languagetesting.com/actfl_guidelines_select.html>
10. If further assistance is needed, please contact Tina Bollettieri at 973-655-7695 or e-mail at bollettieri@mail.montclair.edu.
Office hours: Dickson Hall 116, Monday-Friday, 8:30am-4:30pm