

Intensive English Program

Policies and Procedures

English Language Assessment and Placement

English language assessment and placement is required for any international student who does not meet UNC English proficiency requirements. Assessment and placement are conducted either as part of the pre-arrival process via remote assessment or upon arrival to UNC. The language assessment measures English language proficiency in the core areas such as speaking, listening, writing, and grammar. A standardized test is used to determine students' level of English proficiency. The assessment scores are used to determine the student's placement level in the Intensive English Program (IEP) and duration of study in the IEP. A detailed course schedule by term and an academic advising plan are provided to each student upon completion of the IEP assessment. Every IEP student is expected to meet with an advisor to track academic progress at least once a semester.

Full Time Requirement

IEP students on an F1 or J1 visa are required to be registered full-time or a minimum of 18 classroom hours a week. F2 students are not allowed to be enrolled full-time.

Adding and Dropping Courses

Students must register for the IEP courses in which they are placed prior to the course add deadline, according to the IEP academic advising plan. IEP students are responsible for adhering to important UNC deadlines such as: adding/dropping/withdrawing from courses. The add deadline is the 4th day of class, and the drop deadline is the 6th day of class. For exact dates, please refer to IEP course schedules or refer to [UNC Registrar](#).

Academic Progress

Normal academic progress is required to maintain immigration status for international students in F1 and J1 visa status. To show normal academic progress, IEP students must demonstrate 80 % (B-) proficiency in each IEP course. If a student receives a lower than 80% score, they have to repeat the course next term in order to continue enrollment in the program. Students are allowed to repeat each course once. Students will be placed on probation immediately after the first unsuccessful attempt to pass a course. If a student fails the same course twice, they will be dismissed from the IEP program.

Split-level academic progress: students cannot take courses that are two or more levels apart in the same term. Lower level IEP courses must be completed before students transition onto upper level courses.

Grade Appeal

Should students dispute a final grade, they need to follow the IEP Grade Appeal policy. Students will be required to go through the official UNC grade appeal process. Change of grade is not guaranteed.

Testing out of an IEP Level

If a student desires to test out of their placement level, they must take the final exam from the course which they are challenging. It is at the instructor's discretion to allow students to test out of their class. If the results on the exam indicate proficiency (90% or higher), the student will test out of the course and may proceed to the next level. Testing out of a level must be completed before the add-deadline. Students in the final* levels of the program are not permitted to test out. Students on probation are not allowed to test out of any IEP course. All IEP students must complete required courses to satisfy language proficiency requirements and meet provision for full admission to the university.

**Final levels are Levels 6 for undergraduate students and Level 7 for graduate students.*

Concurrent Enrollment in Academic Courses

Concurrent enrollment applies to students who have been granted conditional or provisional admission to the university. IEP-only students are not eligible for concurrent enrollment at any time during their studies in the Intensive English Program. IEP students in levels 1 through 5 are not permitted to take any UNC undergraduate or graduate academic courses. Students who reach level 6 in the program may concurrently enroll in up to 3 credits of academic courses. Students who reach level 7 in the program may concurrently enroll in up to 6 credits of academic courses. A registration hold will be placed to limit academic course registration.

Disclaimer: Music major students are permitted to enroll in up to 3 credits of non-language courses such as: large ensembles, chamber ensembles, applied lessons and studio class in their degree program concurrently with the IEP load even if their initial placement in the program is below Level 6. These class/classes, however, must not interfere with the required IEP courses. In case there is any time conflict, the school of Music assumes responsibility to provide necessary accommodations to the students. Any lecture-style courses requiring reading, writing, and course participation will only be allowed at Level 6 and beyond for concurrent enrollment of Intensive English Program students. If you have questions about this policy, please contact the Director of the Intensive English Program.

IEP Graduation

To receive the IEP certificate of completion, undergraduate students must successfully finish all Level 6 courses with 80% passing score or higher. Graduate students must successfully finish all level 7 courses to meet their provision for full academic admission and graduate from the IEP program. Additionally, all IEP students will have to take the IEP exit exam upon their completion of level 6/7.