



HAYS CISD WORLD LANGUAGES DEPARTMENT

CREDENTIALING AND PLACEMENT PROCESS

CREDENTIALING GUIDELINES:

- Students may be placed into a higher level of a World Languages course based on a student survey and completion of the Hays CISD World Languages Placement Exam or a nationally recognized proficiency exam for languages not offered in Hays CISD.
- If a student places into Level 2, the student will be awarded credit for Level 1 and Level 2 based on proper completion of the Level 2 course. Students will receive a numerical grade for the Level 2 course and a "P" for the Level 1 course.

NOTE: Students wishing to attend a university or college will need to take the Level 3 course of the same language. Many colleges and universities wish to see numerical grades for at least two years of World Languages courses during the admissions process. For this reason, Hays CISD will recommend students who are placed into a higher level course to take the subsequent course of the same language.

- These guidelines will begin with the 2026 Cohort.

PLACEMENT PROCESS:

- Counselors and teachers who believe a student should be placed into a higher level World Languages course must have that student complete the student survey and the Hays CISD World Languages Placement Exam for the appropriate language.
- The Hays CISD World Languages Placement Exam will be reviewed by the recommending teacher and counselor based on the grading guidelines provided. Students will be placed according to these results. Placement recommendations for students will be inputted into the Hays CISD World Languages Placement Form which can be found here. A copy of the responses will be available for all counselors and administrators to view in TEAMS for future reference.

Any questions regarding placement and credentialing of students in World Languages courses should be directed to the World Languages District Lead and the Director of Multilingual Education.

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