

MEMORANDUM

TO: Tony Sitz, Registrar

FROM: Dr. Phillip Bailey
Chair, World Languages

SUBJECT: **Name:** _____, **ID#:** _____

DATE: _____

I am writing to verify that (name) _____, has demonstrated proficiency in a language other than English— (lang.) _____ --and has therefore satisfied the foreign language requirement for the BA degree.

S/He is a native speaker of (lang) _____.

Note to students: Submit this form to the Chair of World Languages for his signature.