

Memo regarding TOEFL waiver process and policy September 2019

Throughout the years, select international graduate applicants have had the opportunity to have their English proficiency requirement waived through TOEFL waiver interviews conducted by our department. Starting Fall 2019, a new set of procedures, as well as a \$100 fee for such requests, will be in effect.

This service will be available upon request of department chairs and graduate coordinators on behalf of highly qualified graduate program applicants who meet the following eligibility criteria. Departments – not prospective students – may request an English proficiency waiver for:

- * Applicants who have a passing TOEFL or IELTS score that has expired within the last year;
 - Material needed: All pages of the TOEFL score report
- * Applicants who have a valid TOEFL score between 75 and 78;
 - Material needed: All pages of the TOEFL score report
- * Applicants who have a post-secondary level degree from an institution where English is the sole medium of instruction;
 - Material needed: All pages of the transcript in English
- * Applicants who have passed their medical board exams in the United States.
 - Material needed: All pages of the medical board score report

When the waiver interview process starts, the applicant will need to provide additional materials as requested, e.g. a writing sample.

If an applicant does not meet any of the aforementioned eligibility criteria, a request/payment should not be made. Also, it's important to remember that TOEFL waiver interview requests are for departmental use only. Applicants are NOT allowed to request interviews themselves.

Should you have any questions or need further assistance, please contact Lindsei Pereira (304) 293 2072 – lpereira@mail.wvu.edu.