Print Form

COLUMBIA | SIPA

School of International and Public Affairs

WAIVER OF TOEFL/IELTS REQUIREMENT

Applicants whose native language is not English and the language of instruction for the entire duration of their bachelor's degree (or international equivalent) was not in English are required to submit test score results demonstrating an English proficiency of at least 100 on the TOEFL or band 7 score on the IELTS with their application unless a waiver of this requirement is granted.

The purpose of this form is to determine if the Admissions Committee will be able to evaluate your English language proficiency without the submission of TOEFL or IELTS. Please provide as much information as possible pertaining to your English language experience. You may include additional documents that you feel demonstrates this experience.

When complete, please submit this form as soon as possible. We prefer that the form is e-mailed as an attachment (scan or electronic document) to ensure expedient review.

Each waiver is reviewed on a case by case basis and submission of the waiver does not guarantee approval. Therefore, we advise sending your waiver early in the admissions process to allow for time to sit for the exam if your request is denied.

However, you may also send by fax to the number listed below. You will receive a decision as soon as it is rendered by the committee, most likely within 10 business days.

**If you have problems completing this form as a PDF, please submit the information in a word document instead.

1. Name _____
   First Middle Last/Family Name

2. Date of Birth _____/ _____/_____
   Month Day Year

3. Current Address _____

   City _____ State/Province _____ Zip _____

   Country _____ Country of Citizenship _____

4. If you are not a U.S. Citizen but currently live in the U.S. please indicate the status you hold:

   _____

5. Will you need an F-1 student visa sponsorship? _____

6. Undergraduate and/or graduate school(s) from which you hold a degree:

   _____

7. Primary language of instruction at school(s) listed above:

   _____

Briefly describe the reason you are seeking a waiver of the TOEFL/IELTS exam.

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Name of course (with school name) OR company/organization	Description of class with grade achieved OR description of task/objective and the result achieved for the company or organization.

I confirm that the information I have provided is accurate to the best of my knowledge.

Signature _____ Date _____

FOR INTERNAL USE ONLY

Name of reviewer _____ Reviewer's signature _____

Approval decision (YES or NO) _____ Date _____

Date application updated _____