SOUTH EAST EUROPEAN UNIVERSITY

FACULTY OF LANGUAGES, CULTURES AND COMMUNICATIONS

EDUCATION, TESTING AND CERTIFICATION CENTRE (ETCC)

MANUAL

for organizing courses, tests and obtaining a certificate in the Albanian language as foreign/second language.

Tetovo, 2012
ABOUT US

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EDUCATION, TESTING AND CERTIFICATION CENTRE (ETCC)

The Education, testing and certification centre (ETCC) in the Albanian language as a foreign/second language was established in 2009, under the project entitled “Determination of language levels of Albanian and Macedonian languages according to ALTE program of EU”, supported by the Committee for scientific researches of SEEU- Tetovo and the Senate program for establishing the Education, testing and Certification Centre in the Albanian language.

The ETCC represents the only centre of this kind in the Republic of Macedonia which performs testing and awards certificate for knowledge of the Albanian language as a foreign/second language according to international standards.

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The ETCC represents an organizational unit of the Faculty of Languages, cultures and Communications of SEEU based in Skopje and its legal basis is determined by special rules of the procedure approved by the Academic-Scientific Council of the Faculty.

The ETCC in the Albanian language as a foreign/second language offers these activities:

1. Organizes and delivers preparatory Albanian language courses for obtaining of certificates in three language levels (beginner, medium and high).
2. Organizes and delivers Albanian language tests as a foreign/second language.
3. Issues certificates for Albanian language according to level of demonstrated knowledge.

The Centre is equipped with appropriate literature which candidates will use for testing at the three language levels.

ABOUT THE PROJECT

Testing Albanian language as a foreign/second language is the result of a two year project at SEEU in order to establish standards for determining the levels of Albanian language. It is intended for speakers for whom the Albanian language is a foreign/second language and who want to obtain an official certification of knowledge of the Albanian language as a foreign/second language according to the respective levels.

Such a project was carried out in accordance with the standards set out in the Common European Framework of Languages and according to the ALTE program set by the European Council in 2001. Data from this test enables the candidate to get an important document which indicates and officially certifies the level of knowledge.

The method and criteria for taking the test are described in a special book of rules for work approved by the Academic and Scientific Council of the Faculty of Languages, Cultures and Communications at SEEU and the SEEU Senate.

This program is intended for testing general language knowledge and the four language skills:
- listening (understanding of an oral text),
- reading (understanding of a written text)
- writing
- speaking

The ETCC offers testing for the three levels of Albanian as a foreign/second language.
TESTS

TEST FOR DETERMINING A BASIC LEVEL OF COMPETENCE

Basic competence level A2

The candidate’s language competence at this level corresponds to the linguistic competence of ALTE A2 according to (CEFR).

Listening
The candidate should have the ability to identify and understand certain words and larger lexical units, interpret the right intonation while listening to short texts or small dialogues, to connect the information with their graphic appearance, to extract specific information from larger texts.

Reading
The candidate should have the ability to understand general notes, personal letters, descriptions and statements and to extract the necessary information from the texts.

Writing
The candidate should have the ability to write simple texts and notes, to describe people, places, events and objects and to write letters.

Conversation
The candidate should have the ability to participate in talks about everyday situations and talk about given situations. He/ she should understand and be able to ask questions in dialogues.
<table>
<thead>
<tr>
<th>In-class exam</th>
<th>Text/ type of task</th>
<th>Time frame</th>
<th>Grading (points)</th>
<th>Minimum (points)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Listening</strong></td>
<td>5 tasks: Listen to: announcements and short dialogues and answer and highlight the correct answers; follow notes</td>
<td>40 mins</td>
<td>55</td>
<td>28</td>
</tr>
<tr>
<td><strong>Types of texts</strong></td>
<td>Announcements expressed in numbers, productions that seek spontaneous answers from the candidate; productions for paraphrasing the text which contains information about some people, dialogue situation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Reading</strong></td>
<td>2 tasks To read: texts and answer and highlight the correct answers to questions from the text.</td>
<td>30 mins</td>
<td>35</td>
<td>18</td>
</tr>
<tr>
<td><strong>Types of texts</strong></td>
<td>Short conversational texts (adapted); short stories; advertising announcements and descriptions, notes.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Writing</strong></td>
<td>6 tasks Tasks: fill in the blanks; formation of dialogues; expressing questions; prepositions; imperatives; writing texts; descriptions; dialogues; paragraphs.</td>
<td>90 mins</td>
<td>135</td>
<td>68</td>
</tr>
<tr>
<td><strong>Conversation</strong></td>
<td>Task General interview: 5-10 questions for personal identification; situation dialogues for everyday topics; monologue through which personal opinions are expressed and a description is given.</td>
<td>20 mins</td>
<td>60</td>
<td>30</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>180 mins.</td>
<td>285</td>
<td>144</td>
<td></td>
</tr>
</tbody>
</table>
Test for determining an intermediate level of competence

Basic competence level B2

The candidate’s language competence at this level corresponds to the linguistic competence of ALTE B2 according to CEFR.

Listening
At this level the candidate can understand the main ideas of a complex linguistic form, concrete and abstract topics spoken in standard language, including technical discussions of their field of specialization. They can relate events and situations from larger texts and can answer questions that are semantically similar but differ formally.

Reading
At this level the candidate can easily read and understand articles and reports on current problems in which the writers express specific goals and views, content and criticism of cultural topics (films, shows, books, concerts) written in a simple style.

Writing
The candidate has the ability to write simple but longer texts, long dialogues, to describe a person, place, and event. If grammatical errors appear they should not affect the essence of the text.

Conversation
The candidate should have the ability to participate in talks/discussions related to everyday situations and to talk in given situations. He/she should understand and be able to ask/formulate questions in dialogues.

Conversation
Can start, continue and finish a conversation easily without previous preparation, can talk on general topics from everyday life, such as, food, clothes, going out during the day and night, trips, study/work, everyday activities. Can participate in long talks/discussions on many general topics, ask and answer questions, give their own opinions, etc.
<table>
<thead>
<tr>
<th>In-class exam</th>
<th>Text/ type of task</th>
<th>Time frame</th>
<th>Grading (points)</th>
<th>Minimum (points)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Listening</strong></td>
<td>4 tasks: Listen to: announcements and short dialogues and answer and highlight the correct answers; follow notes</td>
<td>40 mins</td>
<td>55</td>
<td>28</td>
</tr>
<tr>
<td>Types of texts</td>
<td>Announcements expressed in numbers, productions that seek spontaneous answers from the candidate; productions for paraphrasing the text which contains information about some people, dialogue situation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Reading</strong></td>
<td>6 tasks To read: texts and answer and highlight the correct answers to questions from the text.</td>
<td>40 mins</td>
<td>60</td>
<td>30</td>
</tr>
<tr>
<td>Types of texts</td>
<td>Short conversational texts (adapted); short stories; advertising announcements and descriptions, notes.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Writing</strong></td>
<td>4 tasks Tasks: fill in the blanks; formation of dialogues; expressing questions; prepositions; imperatives; writing texts; descriptions; dialogues; paragraphs</td>
<td>80 mins</td>
<td>125</td>
<td>63</td>
</tr>
<tr>
<td>3 tasks</td>
<td>General interview: 5-10 questions for personal identification; situation dialogues for everyday topics; monologue through which a personal opinion is expressed and a description is given.</td>
<td>20 mins</td>
<td>60</td>
<td>35</td>
</tr>
<tr>
<td><strong>Conversation</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td>180 mins</td>
<td>300</td>
<td>156</td>
</tr>
</tbody>
</table>
# Test for determining a high level competence

**Basic competence level C1**

The candidate’s language competence at this level corresponds to the linguistic competence of ALTE C1 according to the general European framework (CEFR).

**Listening**

The candidate should have the ability to understand different types of indicative sentences, paraphrase and be able to take notes.

**Reading**

The candidate should have the ability to understand texts from different fields, to discuss various topics, to understand the essence of the written text (also terms attached to the candidate’s professional field as well) and to infer relevant information.

**Writing**

The candidate should have the ability to develop well-structured texts by using different means of expression.

**Speaking**

The candidate should have the ability to freely discuss different topics and to correctly express his/her opinions.

<table>
<thead>
<tr>
<th>Part of the exam</th>
<th>Text / Type of task</th>
<th>Time frame (Points)</th>
<th>Grading (Points)</th>
<th>Minimum (Points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Listening</td>
<td>3 Tasks</td>
<td>40 mins</td>
<td>55</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td>Listen to: similar phonetic expressions and answer correctly; keep notes on the texts.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Types of texts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dialogues and texts, indicative mood, imperative mood, interrogative mood and idiomatic expressions.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Reading</strong></td>
<td><strong>3 Tasks</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>---</td>
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</tr>
<tr>
<td>To read: texts full of information and answer with the correct answers; read short texts and understand the idioms</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Types of texts</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Texts full of information (authentic);</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Writing</strong></td>
<td><strong>6 Tasks</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To write: 5 short texts; continuation of a story; essay</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Conversation</strong></td>
<td><strong>3 Tasks</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General interview: 5-10 questions for general identification; situation dialogues on everyday topics; dialogues of daily and professional topics; commenting on current events.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>180 mins</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>40 mins</th>
<th>60</th>
<th>30</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reading</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Writing</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Conversation</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>180 mins</td>
<td>300</td>
<td>156</td>
</tr>
</tbody>
</table>
EXAMPLES OF THE TESTS

Listening Part (5 tasks)

1 Press the button and listen:

Which of the given phrases did you hear twice?

Press buttons A, B, C and D.

50 minutes

5 minutes

15 minutes

55 minutes

Lexis and context (5 tasks)

1 Fill in the gaps in the text.

Tomorrow Teuta will go to her friend’s birthday. Agron and Besnik will be at the birthday too. Now they are at the mall and they are buying a gift. At the mall there are bag, clothing, and shoe stores, but there is a book store as well. The gift will be ____________.

Press Button A, B, C and D.

A Big brown bag

An expensive white blouse

A beautiful and interesting book

Cheap black shoes
**Situation 1:**
You have an exam and you are 10 minutes late.

**How will you apologize to the professor for being late? What is the reason for being late?**

**Write the answer in Albanian in the white field**

Answer 1

**Read the situation.**
A young man called Ardit meets a young girl in front of the university cafeteria. They talk for 10 minutes. Then Ardit enters the cafeteria, and the woman goes to her office.

**1. According to you:**
What are the man and the woman (colleagues, friends, strangers, student and professor, lovers, brother and sister, etc)?
What is the woman’s name? Name her.

**Write the answer in Albanian in the white field**

Answer 1

**Choose one of the given topics.**
- How was your day?
- Your environment (house, flat, apartment).
- Your house (flat, house, apartment etc).
- Your future profession.
- Where will you travel to.

**Write your desires in Albanian in the white field**
Currently the tuition at South East European University is offered at Tetovo and Skopje campuses. According to the study program of this university, teaching Albanian and Macedonian for beginners is divided into two semesters, two hours of classes per week. This is the first time where classes outside of regular teaching, can enable successful students to gain a certificate. After finishing each course students will fill an evaluation form which will be reviewed by a panel of teachers. Student’s comments will be used to improve the quality of the teaching.

**HOW TO APPLY FOR THESE COURSES**

Candidates can apply for the training to get the certificate in September and February. The classes will start on the 1st of November and on the 1st of March (see form)

Testing for the certificate:

Candidates can apply any time for the certificate, however, committee of teachers will additionally inform them concerning the assigned terms (see form)

**CRITERIA FOR THE SELECTION OF CANDIDATES**

All interested candidates who are more than 15 years old can participate in the courses and obtain a certificate available on request.

**COURSES (DURATION, GROUP SIZE)**

The courses will be held twice a week, for three months. They will be scheduled according to agreement. 10 candidates will be in each group. There will also be individual teaching and teaching for two candidates.

**INSTRUCTORS**

For Albanian courses, the member of SEEU staff responsible will be Prof. Dr. Mustafa Ibrahimi (m.ibrahimi@seeu.edu.mk)

**CLASSROOMS**

The courses will be organized at SEEU Skopje. If there are interested candidates, courses will be organized in the Tetovo campus as well.

**TEACHING MATERIALS**

ETCC offers teaching materials which relate to every level, the candidates are also offered additional materials. The instructors are obliged to find materials suitable to a specific level.
Suggested Literature:

- Ibrahimi, M, (2011), Të mësojmë shqip (level 1 + CD), SEEU, Skopje
- Ibrahimi, M, (2011), Të mësojmë shqip (level 2 + CD), SEEU, Skopje.
- Multimedia CD for teaching Albanian (SEEU project, 2008), Tetovo.

FORMS

Instructions on how to fill in the forms
You can find the form on SEEU’s website (www.seeu.edu.mk).

- The name of the candidate on the registration form has to match the name on the personal identification documents, which the candidate fulfils before taking the exam.
- The candidates can write any special requirements in the form, so that we can arrange everything on time.
REGISTRATION FORM
For taking Albanian classes

DATA¹

1. Surname²: __________________________________________________________
2. Name: ____________________________________________________________

3. Birth date: ___________________________                     Day     month     year

4. Birth place: ________________________________            city     country

5. Address (where you will receive your documents)
   ______________________________________________________________

6. Phone: __________________________________________________________

7. E-mail: _________________________________________________________

8. Level of education: ____________________________________________

9. Profession: _____________________________________________________

10. Have you learned Albanian so far?³  YES      NO
    (circle)

11. Where and how long have you learned Albanian so far?

12. For which level do you apply?  low     intermediate     advanced
    (circle)

Date                        Candidate’s signature
________                      ________________________

¹ If you are completing this form by hand, please write your name clearly and in printed letters.
² Surname and name have to match the name in the personal identification documents.
13. Surname: ____________________________________________________________

14. Name: ______________________________________________________________

15. Date of birth: _________________________________________________________
    Day    month    year

16. Place of birth: _________________________________________________________
    City    country

17. Address (where you want the documents to be sent)
    _____________________________________________________________________

18. Phone: _______________________________________________________________

19. E-mail: ___________________________________________________________________

20. Level of education: ____________________________________________________

21. Profession: __________________________________________________________

22. Have you learned Albanian before?    YES    NO
    (circle)

23. Where and for how long have you learned Albanian so far?

24. For which level do you apply?    beginner    intermediate    advanced
    (circle)

Date
    ____________

Candidate’s signature
    ___________________________________________________________________
PRICE AND PAYMENT

1. REGISTRATION FOR COURSES

Before the courses start, candidates have to pay 200 Euros per level in the equivalent value to denars according to the average exchange rate of the National Bank of R.M at the day of payment.

The candidate is obliged to bring along with the form the original receipt to the offices of SEEU Skopje or Tetovo. With agreement the payment can be made in two instalments:

The price includes:
- Course expenses;
- Correspondence with students

Attention:

1. All interested students from any university in the country or abroad will have the usual discount of 20% (which means that they have to pay 160 Euros in the equivalent value to denars according to the average exchange rate of the National Bank of R.M at the day of payment)

2. All candidates who will attend the courses can earn a certificate with the usual 20% discount (which means that they have to pay 64 Euros in the equivalent value to denars according to the average exchange rate of the National Bank of R.M at the day of payment)

3. If they are taking courses in an organized manner at other institutions they can have discount in agreement with the director of the Centre.

2. REGISTRATION FOR CERTIFICATE

The candidates who will apply for the test and for the certificate have to pay 80 Euros in the equivalent value to denars according to the average Exchange rate of the National Bank of R.M at the day of payment. The candidate is obliged to hand in the form and the original receipt 10 days before the exam in Skopje or Tetovo campuses of SEEU.

The price includes:
- Exam expenses,
- Correspondence with students,
- Sending test results,
- Issuing the certificate
All interested students from any university in the country or abroad will have the usual discount of 20% (which means that they have to pay 64 Euros in the equivalent value to denars according to the average exchange rate of the National Bank of R.M at the day of payment)

**INSTRUCTIONS HOW TO FILL IN THE RECEIPT**

*Account:* 200000877539010  
*Bank of receiver:* Stopanska Banka  
*Reason of payment:*  
1. Payment for attending courses according to levels  
2. Payment for test and certificate
Interested candidates from abroad can pay online.

IMPORTANT INFORMATION FOR CANDIDATES

1. Candidates should decide on their own on the level they are going to attend. With consultations, the teacher can recommend to the candidate which level he/ she should attend according to his/ her knowledge and language skills.

2. The teachers recommend that before taking the test the candidates should attend classes at the appropriate level, however, the candidate decides whether he/ she will directly take the test and on which level he/ she will be tested on to obtain the certificate.

3. Using dictionaries is forbidden during testing.

4. Candidates have 180 minutes to complete the test.

ADDITIONAL INFORMATION ABOUT THE TEST

The period before testing

Information on the date, time and place of testing will be sent to the address written in the form.

If you wish, before the test, you can find the following information on the test in the webpage of the Centre:

• type of test;
Instructions before the test

- You have to come on time
- You have to be in the classroom where you will take the test 15 minutes ahead of time
- You will not be allowed to enter the classroom after the test has begun.
- You have to have your ID card with you.
- You have to have two pens with you
- Turn off your phones
- The committee can exclude any candidate who disturbs the testing process or who is not working individually.
- You may not leave the classroom while the test is still taking place (as long as you don’t have any health problems)
- You are not allowed to bring books, dictionaries, or any other materials.

Criteria to start the test

The committee will allow the testing to start after:

- A member of the committee has checked each candidate’s identity card,
- Each candidate is seated appropriately
- All the jackets and bags are put in a place assigned by a committee member
- After the examining committee has checked your identity you will be escorted to the place assigned for you

Instructions for the candidate concerning the start and completion of the test

- Don’t open the test without the permission of the examining committee
- Listen carefully to the instructions of the committee member, if you haven’t understood the instructions ask them to explain them again
• After you are allowed to open the test you will be given 10 minutes to look at the test and ask about anything which is unclear. After that, you won’t be allowed to ask questions and the examining committee will not be allowed to explain.

• Follow carefully the written instructions for each question. If your written answer is not clear, or there are two or more answers you won’t get any points for your answer.

• If you are required to write a text, you have to pay attention to the number of words which you are supposed to write.

• In the listening part you will listen to the text only once, that’s why you should listen carefully

• The completed test should be readable and clear

• One of the members of the examining committee will inform you about the last 30 minutes of time remaining.

INSTRUCTIONS FOR ORAL EXAM

• Study carefully the instructions for oral examination

• You should be present in the classroom at least five minutes before the oral exam starts.

ORGANIZATION OF TEST TIME AND DATES

You will be informed by email for the place, date and time of testing; you will also be informed by a written note which will be send to you in the address stated in the form. The candidate is obliged to answer to confirm their participation in testing in the following address:

Information about the place, date and time of testing will be published in the website of ETCC

TEST SCHEDULE FOR ACADEMIC YEAR 2012/2013*

<table>
<thead>
<tr>
<th>Test</th>
<th>Place</th>
<th>Date</th>
<th>Place</th>
</tr>
</thead>
<tbody>
<tr>
<td>All levels</td>
<td>SEEU</td>
<td>February 2012</td>
<td>Skopje/Tetovo</td>
</tr>
<tr>
<td>All levels</td>
<td>SEEU</td>
<td>June 2012</td>
<td>Skopje/Tetovo</td>
</tr>
</tbody>
</table>

* This schedule was assigned by the committee for candidates who attend the courses of all levels. If students have attended classes, and want to take the test, they can come at the times as set in the schedule or the committee of CUTIS can arrange an additional schedule with agreement.
Instructions for online testing

The candidate should read very carefully the instructions given by the ETCC. (pdf)
The text in Italics is the instruction on how to choose a particular task.
In the multiple choice questions the candidate should choose only one answer.
In the listening part the candidate presses the assigned button and they can hear the text only once.
After completing the task the candidate should press the NEXT button.
After the candidate has moved forward to the next question he/ she cannot go back to the previous one.

PUBLISHING RESULTS

The results will be sent by email within 5 days following the test date. Each candidate will receive a written note where they will be informed of the results, they will be given the total number of points, as well as the results of all particular sections.

Successful candidates will obtain their certificate for a specific level two weeks after the results have been published.

CANCELLING OR BEING LATE FOR THE TEST

CANCELLING THE TEST

• The candidate can cancel the test five days before the test date. In this case 80% of the money paid for the test will be refunded to the candidate, or on instruction from the candidate the money can be transferred in order to pay for a subsequent test.
  • The candidate will not be refunded if he/ she cancels the test within 5 day period, or if he/ she doesn’t take the test.
  • If the candidate cancels the test during the test, he/she does not have the right to take the test the same month, and the money will not be transferred to another subsequent test.

BEING LATE

• If the candidate is not on time he will not be allowed to take the test, if desired, the candidate can take the test in one of the subsequent exam sessions.
THE RIGHTS OF THE CANDIDATES WHO HAVE NOT PASSED THE EXAM

Candidates who have not passed the test or are not satisfied with the test results can request from the ETCC to see the test.

15 days after the results are published, candidates have the right to write a complaint letter in which he/ she states his dissatisfaction.

The candidate will be informed by the committee by email of the consultation times. That day the candidate has to have the ID card with them.

The complaint letter should be sent to the ETCC management. The committee formed by the ETCC decides about the complaint as stated in the manual.

RETAKING THE EXAM

If the candidate does not pass the exam, he/ she can retake it 3 months later again. The candidate will again be tested on the four sections of the test.

There is no limitation as far as taking the exam is considered, but for each time they take the test they have to pay the assigned amount of money.

CRITERIA FOR THE CERTIFICATE

In order to get the certificate the candidate should:

a. LEVEL 1, from a maximum of 285 points in order to pass the exam the candidate should have at least 144 points, respectively 55% of each section (see table)

b. LEVEL 2, from a maximum of 285 points in order to pass the exam the candidate should have at least 144 points, respectively 55% of each section (see table)

c. LEVEL 3, from a maximum of 300 points in order to pass the exam the candidate should have at least 156 points, respectively 55% of each section (see table)

<table>
<thead>
<tr>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>time</strong></td>
<td><strong>Max. points</strong></td>
<td><strong>Min. points</strong></td>
</tr>
<tr>
<td>Listening</td>
<td>40 mins</td>
<td>55</td>
</tr>
<tr>
<td>Reading</td>
<td>30 mins</td>
<td>35</td>
</tr>
<tr>
<td>Writing</td>
<td>90 mins</td>
<td>135</td>
</tr>
<tr>
<td>Speaking</td>
<td>20 min.</td>
<td>60</td>
</tr>
<tr>
<td>----------</td>
<td>---------</td>
<td>----</td>
</tr>
<tr>
<td>Total</td>
<td>180 min.</td>
<td>285</td>
</tr>
</tbody>
</table>

**CERTIFICATE**

The certificate is issued by the Faculty of Languages, Cultures and Communications SEEU-Tetovo, it is signed by the Dean of the Faculty of Languages, Cultures and Communications and the director of ETCC.

After being informed of a successful exam result, successful candidates will receive an invitation to receive the certificate.

If the candidate loses the certificate, the Centre can issue another copy of the certificate, on request.