

# LMU Language Evaluation Guidelines for the Fulbright U.S. Student Program

## Department of Modern Languages and Literatures (MDLL)

University Hall, 3rd floor, UH 3900 | 310-338-3051

### Chinese, French, German, Italian, Japanese, & Spanish Languages only\*

- 1) Offered only to the LMU community –students, faculty and staff, and alumni.
- 2) Applicants must contact the MDLL Administrative Coordinator at (310) 338-3051 or email [dewong@lmu.edu](mailto:dewong@lmu.edu) to request a Foreign Language Evaluation (FLE).
- 3) Students must use their LMU email address when requesting a FLE from the MDLL Administrative Coordinator. Please also include your Student ID. If you are an alumni and no longer use your LMU email, please include your graduation year and Student ID in any email correspondence.
- 4) The Chair of MDLL will assign the appropriate language evaluator and send the applicant additional instructions, including faculty contact information.
- 5) Applicants must make an appointment with the assigned faculty member **at least two weeks** before LMU's campus deadline of **August 31**.
- 6) The evaluation must take place during regular semester hours –Monday to Friday, from 9:00AM to 4:00pm.
- 7) After the evaluation, it is the applicant's responsibility to enter the Foreign Language Evaluator's contact information into the Embark application. This will initiate the online submission of the FLE.

For more info on FLEs, visit: <https://us.fulbrightonline.org/instructions-for-foreign-language-evaluators>

*\*ONIF may be able to provide FLE assistance with other languages. Please request evaluations for languages not listed above **at least 8 weeks** before LMU's campus deadline. Contact [fellowships@lmu.edu](mailto:fellowships@lmu.edu) with any questions.*



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