

DLIELC ALCPT Request Form

Date:

Requestor's Name /Country:

Organization Doing the Testing:

Email/phone (DSN if applicable):

Purpose(s) for ALCPT testing:

Number of test sessions per year:

Maximum number tested per session:

Number of Labs/seating capacity at site:

Specific versions of ALCPT now owned:

Specific ALCPTs requested (max 10):

Test Control Officer (TCO) for ALCPTs:

User Agreement

User agrees:

- ◆ to securely maintain all ALCPT materials to include storing in a locked cabinet when not in use
- ◆ to limit access to ALCPT materials to ONLY authorized parties to include logging materials in/out
- ◆ to prevent duplication of ALCPT materials
- ◆ to use the test for the following purposes **ONLY**:
 - placement of students in an ALC English language program
 - evaluation of student progress midway and at the end of the course
 - screening candidates for the ECL (one time only)
 - qualification for in-country positions requiring a designated level of English proficiency
 - evaluation of English language abilities of local personnel working for the military
- ◆ abide by all other provisions of the ALCPT Handbook, including limits on test frequency (max. twice per month), proper test rotation, and tracking candidates who are tested

Failure to abide by guidelines will result in being denied ALCPT purchases in future.