



---

**2009 LANGUAGE PROFICIENCY EXAMINATIONS****NOTICE**

Applicants: This notice must be read in conjunction with internal policies and practices of your Organisation.

1. Language Proficiency Examinations in Arabic, Chinese, English, French, Russian and Spanish will be held on 1 and 2 September 2009.
2. The purpose of the Language Proficiency Examinations is to test examinees' written and spoken knowledge of the official languages of the United Nations. Staff members who pass one or more examinations may qualify for language-related incentives.
3. The examinations are open to all individuals who were admitted to participate in a United Nations language course and have completed the highest level of that course.
4. Additionally, the examinations are open to staff members who can demonstrate that they achieved proficiency in the language in which they wish to be tested. They will be requested to provide full details about their language acquisition (intensive studies, regular use at school or work) in their application.
5. Staff members serving on a short term appointment, an appointment of limited duration or a fixed term appointment expiring prior to the date of the LPE for which they are applying may take the LPE only with authorization from their Executive officer or the head of administration or personnel.
6. Applicants whose mother tongue is one of the official languages of the United Nations can not take the LPE in that language.
7. The examinations consist of a written and an oral test.
8. The written examination consists of a composition and a series of multiple choice questions and will last 3 hours and 10 minutes. They will be held as follows:

**Tuesday, 1 September 2009**

**Chinese, English, Russian**

**Wednesday, 2 September 2009**

**Arabic, French, Spanish**

9. The oral examination will consist of a 15 minute interview.
10. The use of dictionaries or any other reference material or electronic devices, including cell phones, will not be permitted during the examinations.
11. A minimum score of 65 percent in both parts will be required for a passing grade.
12. Local examination time and interview appointment will be communicated by the local LPE administrators at a later stage.
13. The local application deadline may vary from duty station to duty station. **Applicants are requested to contact the LPE administrator at their duty station to inquire about the registration process and deadline.** A list of LPE administrators can be found at <http://www.un.org/exam/lpe/testing/main.asp>.
14. Applications that are incomplete (i.e. lacking explanation of language acquisition), handwritten or received after the deadline will not be considered. No extensions for submission will be given if applications cannot be sent by the deadline because of transmission problems.