Student Instructions for navigating LTI/ACTFL Test Registration Website

Language Testing International (LTI), the official testing office of the American Council on the Teaching Foreign Languages (ACTFL) has provided these instructions to ensure that you follow the correct path when registering online to take your ACTFL assessments. Following these instructions will assure that your ACTFL test results get automatically sent to your university, school, or other academic program.

<table>
<thead>
<tr>
<th>Test Fees:</th>
<th>Vendor Fee (payed to LTI)</th>
<th>OSU Fee</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPI –</td>
<td>$139</td>
<td>$25</td>
<td>$164</td>
</tr>
<tr>
<td>WPT –</td>
<td>$70</td>
<td>$35</td>
<td>$105</td>
</tr>
<tr>
<td>OPIc &amp; WPTi –</td>
<td>$70</td>
<td>$25</td>
<td>$95</td>
</tr>
</tbody>
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Please begin by going to [www.languagetesting.com](http://www.languagetesting.com). Once there, hover your mouse over the link in the upper right hand corner where it says “SIGN IN” and click on Test Candidates. This will take you to a new screen which looks like this:

This page is where you will create and account and register for your exam. Once you have created your account, continue with the directions below.

Once you have created your account, please login to your new account and at the top of the screen under “ACTFL TEST APPLICATION” click on “Apply for an ACTFL Test.”

On the new screen under “Search by Program or School Name” search for The Ohio State University.

If taking this for language validation you must take all exams offered. For a majority of exams, only the OPI is offered, however there are a few that also have a written exam.
When asked for your test proctor, if you selected The Ohio State University my information will automatically be populated. If it is not, please list the following:

Mike Stumpf  
Testing Center Coordinator  
Ohio State University  
614-292-2160  
stumpf.41@osu.edu

If you have any questions or need assistance while you are filling out the test registration application, please contact Language Testing International at (800) 486-8444, then press “0” for the operator, and explain that you are an “academic individual” needing assistance registering for a test. You may also email testing@languagetesting.com.

Once you have signed up for a test through ACTFL, you may visit OSU Testing Center website to pay your proctor fee. NOTE, EM Credit is NOT given for language tests. This is a placement/proficiency test only.

Thank you, and we look forward to serving you.