

## **Test Registration instructions for students wishing to register for an ACTFL Assessment and to have official test results sent directly to their academic program**

Language Testing International, the official testing office of the American Council on the Teaching Foreign Languages (ACTFL) has recently updated its application process for all testing candidates. These instructions will walk you through the simple steps of applying to take assessments directly at [www.languagetesting.com](http://www.languagetesting.com). Once there, please **click on the red text/link in the upper right hand corner where it asks “Are you a client, test candidate or proctor?”** This will take you to a new screen.

- On the new screen, under **Test Candidates** click on “**click here to apply for a test**” and follow the prompts to create a free new account.
- 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.**”
- Under **Search by Category** select “**University, School or Academic Program.**”
- **YOU MUST** then locate/fill out/submit the **INSERT SCHOOL NAME HERE** test application *or your test results will not be reported to your program!*

If you have any questions or need assistance while you are filling out the application, please contact test processing at: 1-800-486-8444 OR [testing@languagetesting.com](mailto:testing@languagetesting.com).

