

# Guidebook for Professional Organizations & Employers

*CELPIP is the leading English proficiency test for governments, institutions, accrediting bodies, and employers*



**CELPIP<sup>®</sup>**

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# About CELPIP

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The Canadian English Language Proficiency Index Program (CELPIP) is a general English language proficiency test.

The CELPIP Test allows test takers to demonstrate their ability to function in English. The test clearly, accurately, and precisely assesses a test taker's English abilities in a variety of everyday situations, such as communicating with co-workers and superiors in the workplace, interacting with friends, understanding newscasts, and interpreting and responding to written materials.

There are two versions of the CELPIP Test: the CELPIP-General Test and the CELPIP-General LS Test. The CELPIP-General Test assesses functional Listening, Reading, Writing, and Speaking skills. In addition to being accepted by IRCC, the CELPIP-General Test is accepted by professional organizations including the British Columbia Financial Services Authority (BCFSA) and the College of Immigration and Citizenship Consultants (CICC). The CELPIP-General LS Test assesses functional Listening and Speaking proficiency.





# How We Work with Professional Organizations

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Prometric is proud to support organizations that are invested in accepting the CELPIP Test, the trusted Canadian English language test. For organizations that are interested in becoming CELPIP score users, we are pleased to provide the following support:

- A comprehensive score and identity verification system that allows for instant online verification of a test taker's CELPIP score
- Presentations and information sessions for your organization about using CELPIP scores
- CELPIP experts who are able to provide information about CELPIP to your recruiting and administrative staff

To learn more about becoming a CELPIP score user, or to speak to a Paragon representative about CELPIP, contact [stakeholder@prometric.com](mailto:stakeholder@prometric.com), or visit [celPIP.ca](http://celPIP.ca) to learn more.



# Why Choose CELPIP

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The CELPIP Tests are Canada's leading English language proficiency tests. Since all components are completely computer-delivered in just one sitting, it offers a unique testing experience that requires no additional appointments. The computer-delivered Speaking component allows test takers to demonstrate their English proficiency without the possible confounding effects associated with human interaction, as used in other testing systems.

## Test Features

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### Robust Test Security

Protected by leading-edge test security, including a scores and identity verification system



### Rater Accuracy

Multi-layer training, evaluation, feedback, and retraining; our processes continually monitor raters for quality



### Test Content

Elicits the evidence required to make accurate decisions about test taker's language proficiency



### Quick Online Results

Available to test takers online in just 4 to 5 calendar days



### Computer-delivered Test

Increased availability, security, fraud protection, and test results turnaround



### Online Identification System

Test taker identity verification system that allows you to directly validate identity and scores

# CELPIP Test Format

The CELPIP Test is available in two versions: the CELPIP-General Test and the CELPIP-General LS Test. The CELPIP-General Test has four components—Listening, Reading, Writing, and Speaking,—and the CELPIP-General LS Test has two components—Listening and Speaking.

The CELPIP Test is fully computer delivered, providing test takers the opportunity to complete all test components in one sitting with no additional appointments, interviews, or test sittings required. CELPIP Test Takers use a computer mouse and keyboard to complete Reading and Writing components of the test, and a computer microphone and headset to complete the Listening and Speaking components. Computerized tests offer test takers a quick and reliable testing experience.

## CELPIP-General Test Format & Price

**\$280** Total test time is about 3 hours, and is done in one sitting.  
+ Taxes

### Listening

Listen to passages and answer questions

47–55 minutes

### Reading

Read passages and answer questions

55–60 minutes

### Writing

Respond to questions with written answers

53–60 minutes

### Speaking

Reply to on-screen prompts verbally

15–20 minutes

## CELPIP-General LS Test Format & Price

**\$195** Total test time is about 1 hour, and is done in one sitting.  
+ Taxes

Only in Canada

### Listening

Listen to passages and answer questions

47–55 minutes

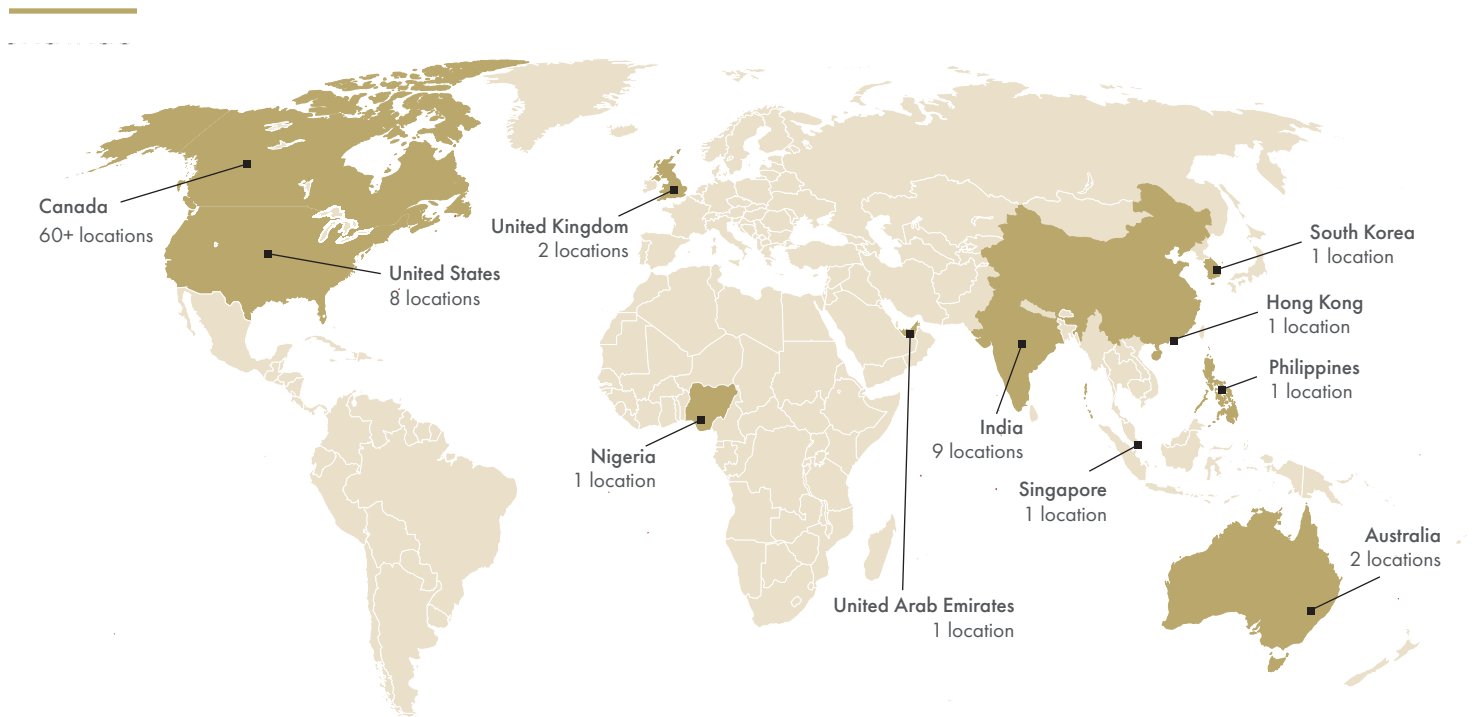
### Speaking

Reply to on-screen prompts verbally

15–20 minutes

\* The CELPIP-General LS Test is only available at Canadian testing locations.

# Testing in Canada & Around the World



## Testing frequency:

- CELPIP-General: Monthly, simultaneous test sessions are held in all cities, both in Canada and internationally.
- CELPIP-General LS: Monthly, simultaneous test sessions are held in all major Canadian cities. The CELPIP-General LS Test is only offered in Canada.



# CELPIP Scores and Identity Verification System

The CELPIP Scores and Identity Verification System (SIVS) is a simple and fast way for organizations to verify an individual's CELPIP scores and identity\*, and provides administrative personnel with an effective tool for score verification.

## Benefits of CELPIP SIVS

- The CELPIP SIVS allows for organizations to directly verify an individual's scores with the CELPIP Office, without relying on paper score reports.
- In addition, the CELPIP SIVS also allows organizations to subscribe to the Bulk Scores Download feature, which allows for organizations to automatically receive all scores designated to that institution.

## Sample Score Report

The screenshot displays the CELPIP SIVS web interface. On the left is a red sidebar with navigation links: MANAGE USERS, VERIFY SCORES, BULK SCORES, and ACTIVITY LOG. The main content area is divided into two sections. The left section, titled 'Verify CELPIP Scores', contains a form with input fields for 'Registration Number' and 'PIN', and buttons for 'VIEW' and 'DOWNLOAD'. Below the form is a note: 'The Registration Number and PIN can be found on the CELPIP Official Score Report.' The right section, titled 'Identity Information', lists fields for 'Last Name', 'First Name', 'Date of Birth', 'Signature', 'Picture', 'Scanned Document 1', 'Scanned Document 2', and 'Voice Sample', each with a 'View' link. On the right side of the interface is a sample 'CELPIP OFFICIAL SCORE REPORT' for 'Smith, Jane'. The report includes a photo of a woman, the registration number '1234567', the PIN '1234567', the date of birth 'May 31, 1980', and test information: 'Test Date: September 6, 2018', 'Test Centre: Paragon Testing Enterprises, Vancouver', and 'Printed: September 14, 2018'. Below the test information is a section for 'CELPIP-General Test Results' with a 'Listening' section and a score of '11'.

\*Only CELPIP score users can apply to access SIVS. Test taker registration number and PIN will be required for individual verification. Bulk Scores Download allows CELPIP score verification in batch format using a spreadsheet.



# How to Register for the CELPIP SIVS

*Registering your organization for CELPIP Scores and Identity Verification System is fast and easy:*

1

## **Request the Application Form**

Request the CELPIP SIVS Application Form from [info@celPIP.ca](mailto:info@celPIP.ca).

2

## **Email the Completed Form**

Email the completed form to [info@celPIP.ca](mailto:info@celPIP.ca) with the subject line "CELPIP SIVS Application". Once received, Paragon will review your organization's form submission.

3

## **Receive SIVS Confirmation**

Once your submission has been reviewed, Paragon will contact you and provide your organization with instructions on how to use the system.

To learn more about SIVS, and to enroll your institution, contact [info@celPIP.ca](mailto:info@celPIP.ca).

# CELPIP Band Scores

Each component of the CELPIP-General Test and the CELPIP-General LS Test is given a CELPIP level. Below is a chart of each CELPIP level and its corresponding description. Since the CELPIP test scores have been calibrated against the Canadian Language Benchmark (CLB) levels, we have included the CLB level equivalencies for your information.

CELPIP Score	CLB Level	CELPIP Score Descriptor
12	12	Advanced proficiency in workplace and community contexts
11	11	Advanced proficiency in workplace and community contexts
10	10	Highly effective proficiency in workplace and community contexts
9	9	Effective proficiency in workplace and community contexts
8	8	Good proficiency in workplace and community contexts
7	7	Adequate proficiency in workplace and community contexts
6	6	Developing proficiency in workplace and community contexts
5	5	Acquiring proficiency in workplace and community contexts
4	4	Adequate proficiency for daily life activities
3	3	Some proficiency in limited contexts
M	0, 1, 2	Minimal proficiency or insufficient information to assess
NA	/	Not Administered: test taker did not receive this test component

# CLB Explained

The CLB are a descriptive scale of English language ability. There are 12 benchmarks (or reference points) along a continuum from advanced (CLB 12) to basic (CLB 1) language ability. The benchmarks describe adult learners of English communicative competence and ability to perform tasks that require the use of language knowledge and language skills. The CLB provide a common framework to describe and measure communicative language ability.

The CELPIP tests can be used to identify candidates' English language abilities according to the CLB. The link between the CELPIP tests and CLB was established through a standard setting exercise. Standard setting is an extensive, research-based process. Language experts work with testing professionals to identify what language learners need to be able to do at each performance level, such as CLB 8. The experts then analyze the test in detail and determine what level of performance a test taker needs to demonstrate for each CELPIP level. This process has established a defensible link between the CLB and CELPIP test scores.

Paragon provides a variety of other resources that help you understand the CELPIP. Visit [www.celPIP.ca](http://www.celPIP.ca) to find more information about the CELPIP tests.

## Canadian Language Benchmarks (CLB) Band Descriptors

Canadian Language Benchmarks Ability Level Descriptions (Adapted from Vandergrift, 2006, p. 63-70).

CLB Level	Ability Level	Description
12	Fluent Advanced Proficiency	<p>Can create and co-create oral discourse, formal and informal, general or technical, in own field of study or work, in a broad range of complex situations</p> <p>Satisfies most academic and work-related expectations for competent communication</p> <p>Can deliver public presentations to audiences; can lead formal group discussions, meetings and workshops</p> <p>Can communicate to explain complex ideas to diverse groups, to debate arguments on complex matters, to teach, negotiate, and resolve conflict in a variety of situations</p> <p>Discourse is fluent with native-like idiomaticity</p> <p>Uses language that is complex, accurate and flexible in the manipulation of structure of the information in clauses to express emphasis, comment, attitude</p> <p>Content, organization, format, delivery, tone and conversational style of discussion or presentation are appropriate to purpose and audience</p>
11	Adequate Advanced Proficiency	<p>Can, through oral discourse, obtain, exchange and present information, ideas and opinions for complex tasks (work, academic, personal)</p> <p>Can satisfy many social, academic or work-related expectations for competent communication</p> <p>Can contribute to expanded authentic exchanges (over 60 minutes) over complex, abstract, conceptual and detailed topics, in large formal and unfamiliar groups</p> <p>Can lead routine meetings and manage interaction in large familiar and cooperative groups, and deliver prepared presentations;</p> <p>Can skillfully communicate to persuade, to provide basic counseling (e.g., about products, services, programs), assess needs or evaluate detailed or complex information in a one-on-one routine situation</p> <p>Grammar, vocabulary or pronunciation errors do not impede communication; can demonstrate complex, accurate language form in presentations with good flexibility in the structure of information, organization and delivery style in view of purpose and audience</p>



10	<b>Developing Advanced Proficiency</b>	<p>Can, through oral discourse, obtain, exchange and present information, ideas and opinions for important tasks (work, academic, personal) in complex, routine and some non-routine situations in many demanding contexts of language use</p> <p>Can actively participate in formal meetings, interviews or seminars about complex, abstract, conceptual, and detailed topics</p> <p>Can lead routine meetings and manage interaction in small familiar cooperating group</p> <p>Can make 20- to 40-minute prepared formal presentations</p> <p>Can communicate to present and analyze information and ideas, to argue a point, to problem-solve and to make decisions, to advise/inform, or persuade, to give complex directions and instructions, and to socialize/entertain in a formal one-on-one business situation</p> <p>Grammar, vocabulary and pronunciation errors very rarely impede communication</p> <p>Prepared discourse is almost always grammatically accurate and complex, but may lack flexibility in the structure of information, organization, and style of delivery in view of purpose and audience</p>
9	<b>Initial Advanced Proficiency</b>	<p>Can, through oral discourse, obtain, exchange and present information, ideas and opinions for important tasks (work, academic, personal) in complex, routine and some non-routine situations in many demanding contexts of language use</p> <p>Can actively participate in formal meetings, interviews or seminars about complex, abstract, conceptual, and detailed topics</p> <p>Can lead routine meetings and manage interaction in small familiar cooperating group</p> <p>Can make 20- to 40-minute prepared formal presentations</p> <p>Can communicate to present and analyze information and ideas, to argue a point, to problem-solve and to make decisions, to advise/inform, or persuade, to give complex directions and instructions, and to socialize/entertain in a formal one-on-one business situation</p> <p>Grammar, vocabulary and pronunciation errors very rarely impede communication</p> <p>Prepared discourse is almost always grammatically accurate and complex, but may lack flexibility in the structure of information, organization, and style of delivery in view of purpose and audience</p>
8	<b>Fluent Intermediate Proficiency</b>	<p>Can communicate effectively in most daily practical and social situations, and in familiar routine work situations;</p> <p>Can participate in conversation with confidence; can speak on familiar topics at both concrete and abstract levels (10 to 15 minutes)</p> <p>Can provide descriptions, opinions and explanations; can synthesize abstract complex ideas</p> <p>Can hypothesize; in social interaction, demonstrates and increased ability to respond appropriately to the familiarity level of the situation</p> <p>Can use a variety of sentence structures, including embedded/report structures, and an expanded inventory of concrete, idiomatic and conceptual language</p> <p>Grammar and pronunciation errors rarely impede communication; is reasonably fluent in discourse;</p> <p>Can use the phone on less familiar and some non-routine matters</p>
7	<b>Adequate Intermediate Proficiency</b>	<p>Learner can communicate comfortably in most common daily situations; can participate in formal and informal conversations, involving problem solving and decision making</p> <p>Can speak on familiar concrete topics at a descriptive level (5 to 10 minutes)</p> <p>Can present a detailed analysis or comparison; can use a variety of sentence structures (including compound and complex sentences) and expanded inventory of concrete and common idiomatic language</p> <p>Grammar and pronunciation errors are still frequent, but rarely impede communication</p> <p>Discourse is reasonably fluent, with frequent self-corrections and/or rephrasing; can use the phone on familiar and routine matters. Clarifying unknown details may still present communication problems</p>
6	<b>Developing Intermediate Proficiency</b>	<p>Can communicate with some confidence in casual social conversations and in some less routine situations on familiar topics of personal relevance</p> <p>Can communicate facts and ideas in some detail</p> <p>Can describe report and provide a simple narration; can use a variety of structures with some omission/reduction of elements (e.g., articles, past tense)</p> <p>Grammar and pronunciation errors are frequent and may sometimes impede communication</p> <p>Can demonstrate a range of everyday vocabulary, some common phrases and idioms</p> <p>Can demonstrate discourse that is reasonably fluent, with frequent normal hesitations</p> <p>Can use the phone to communicate on familiar matters, but some exchanges with strangers are stressful</p>



5	<b>Initial Intermediate Proficiency</b>	<p>Learner can participate with some effort in routine social conversations and can talk about needs and familiar topics of personal relevance</p> <p>Can use a variety of simple structures and some complex ones, with occasional reductions</p> <p>Grammar and pronunciation errors are frequent and sometimes impede communication</p> <p>Can demonstrate a range of common everyday vocabulary and a limited number of idioms</p> <p>May avoid topics with unfamiliar vocabulary; can demonstrate discourse that is connected (and, but, first, next, then, because) and reasonably fluent, but hesitations and pauses are frequent</p> <p>Can use the phone to communicate simple personal information</p> <p>Communication without the visual support is still very difficult</p>
4	<b>Fluent Basic Proficiency</b>	<p>Can take part in short routine conversations</p> <p>Can communicate basic needs</p> <p>Can ask and respond to simple familiar questions</p> <p>Can describe a situation, or tell a simple story</p> <p>Uses a variety of short sentences; demonstrates control of basic grammar; uses correct past tense with common verbs</p> <p>Demonstrates adequate vocabulary for basic routine everyday communication</p> <p>Clear evidence of connected discourse (and, but, first, next, then, because)</p> <p>Pronunciation difficulties may impede communication. Needs only a little assistance</p> <p>Can use the phone only for very short, simple, predictable exchanges</p>
3	<b>Adequate Basic Proficiency</b>	<p>Can communicate with some difficulty basic needs in informal conversation</p> <p>Asks and responds to simple familiar questions, including WH questions, uses single words and short sentences; demonstrate some control of very basic grammar (basic structures and tenses)</p> <p>Many structures are reduced</p> <p>Uses basic time expressions (e.g., yesterday)</p> <p>The correct past tense is used only with some common verbs</p> <p>Demonstrates use of vocabulary, which is still somewhat limited</p> <p>Evidence of some connected discourse (and, but); pronunciation difficulties may often impede communication; sometimes needs assistance</p>
2	<b>Developing Basic Proficiency</b>	<p>Can communicate in a limited way some immediate and personal needs</p> <p>Asks and responds to simple, routine, predictable questions about personal information</p> <p>Demonstrates little control of basic grammar structures and tenses</p> <p>Demonstrates limited vocabulary and a few simple phrases</p> <p>No evidence of connected discourse</p> <p>Make long pauses and depends on gestures in expressing meaning; pronunciation difficulties may significantly impede communication</p> <p>Needs frequent assistance</p>
1	<b>Initial Basic Proficiency</b>	<p>Can speak very little, responding to basic questions about personal information</p> <p>Speaks in isolated words or strings of two or three words</p> <p>Demonstrate almost no control of basic grammar structures and tenses</p> <p>Demonstrates very little vocabulary</p> <p>No evidence of connected discourse; makes long pauses, often repeats the words spoken</p> <p>Depends on gestures</p> <p>May switch to first language at times</p> <p>Pronunciation difficulties may significantly impede communication</p> <p>Needs considerable assistance</p>

# Accepting Organizations

The CELPIP Tests are officially accepted by several government bodies, professional organizations, educational institutions, and employers. The CELPIP Tests currently prove English language proficiency for:

## IRCC Immigration, Refugees and Citizenship Canada

The CELPIP Tests are accepted by IRCC for various types of immigration and skilled worker programs:

- Permanent Resident Status
- Canadian Citizenship
- Canadian Experience Class (CEC)
- Federal Skilled Trades Program (FSTP)
- Federal Skilled Worker Program (FSWP)
- Start-up Visa Program
- Various Provincial Nominee Programs

## PRO Professional Organizations

The CELPIP Tests are accepted by the following professional organizations:

- Alberta Human Services – Child Care Staff Certification
- BC Corrections
- BC Health Care Assistant (HCA) Program
- College of Immigration and Citizenship Consultants (CICC)

## REC Real Estate Councils & Commissions

The CELPIP Tests are accepted by the following Real Estate Councils:

- British Columbia Financial Services Authority (BCFSA)
- Real Estate Council of Alberta (RECA)
- Saskatchewan Real Estate Commission (SREC)

## EDU Educational Institutions

The CELPIP Tests are accepted by the following educational institutions:

- NorQuest College ELP (English Language Proficiency)

For a complete list of organizations that accept CELPIP scores, visit [celPIP.ca](https://celPIP.ca).

# CELPID Study Plans

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## *Self-directed*

### Workbooks

Vocabulary Skills

Common CELPIP Errors

### Textbooks

CELPID Focus

### Online Study Programs

CELPID Practice and Analysis

CELPID Accelerate

## *Instructor-led*

### Webinars

CELPID: Get The Facts

CELPID Speaking Pro

CELPID Reading Pro

CELPID Writing Pro

CELPID Listening Pro

### YouTube Livestream

CELPID Live

### Preparation Programs

CELPID Preparation Program

## *Practice-based*

### Free Sample Test

CELPID Sample Test

### Practice Tests

CELPID Online Practice Tests, 1-8

# How Test Takers Register for the CELPIP Test Online

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*Registering for CELPIP online is fast and easy:*

- 1 Create a CELPIP Account**  
Visit [celPIP.ca](https://celPIP.ca) and click on the "Sign In" link at the top of the page. This will take test takers to the account page, where they can create a CELPIP account.
- 2 Sign into a CELPIP Account**  
After creating a new CELPIP account or signing into an existing account, test takers can register for a test.
- 3 Register for CELPIP**  
During registration test takers select the country, region, and city in which they will take the CELPIP Test. Test takers can then choose an available test centre and testing date.
- 4 Choose the identification to bring**  
Test takers can choose the type of personal identification that they will provide on test day from a list of acceptable identification choices.
- 5 Confirm information and payment option**  
Test takers can pay via credit card online, or submit a paper test registration form through the mail with an alternative form of payment.



# How Test Takers Access CELPIP Test Results

CELPIP Test scores are available online through a CELPIP Account in 4 to 5 calendar days after a test date. Test takers will also be notified that their scores are ready via email, and can choose to receive SMS notifications about their scores as well. Test takers will receive two print copies of the Official CELPIP Score Report via registered mail, with priority shipping available.



## Updates via SMS

Test takers can select to receive SMS updates when their CELPIP scores are available



## Quick Online Results

Available to test takers online in just 4 to 5 calendar days, with priority shipping available



## Updates via Email

Test takers will receive test day confirmations and score results via email



## Account Dashboard

Test takers can sign into their accounts at [celPIP.ca](https://celPIP.ca) to see their results

# Official CELPIP Prep Resources

## Free Resources



### CELPIP Webinars

8 live, interactive lessons that run monthly and cover test content, prep strategies, scoring, and sample responses.



### Free CELPIP Practice Tests

2 complete online sample tests with answer keys and Listening transcripts



### CELPIP Live

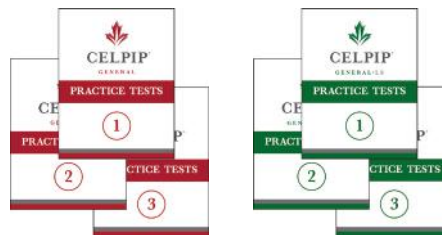
Twice-monthly YouTube livestreams covering a wide range of CELPIP topics, from response analysis and test prep to life in Canada.

## Paid Resources



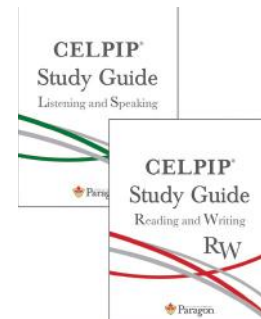
### CELPIP Accelerate

A self-directed online course that includes over 30 hours of material in the form of videos, quizzes, worksheets, and the content of a complete practice test.



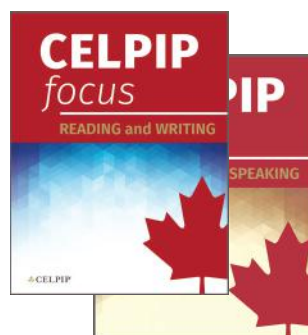
### Online Practice Tests

Complete online tests sold in sets of 2, with Listening transcripts and detailed answer keys. One test from each set includes sample Writing and Speaking responses with analysis.



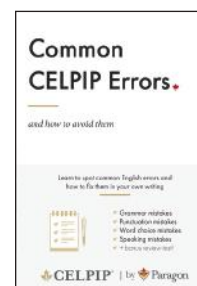
### CELPIP Study Guides

CELPIP practice exercises framed around the content of a complete practice test.



### CELPIP Focus

Textbooks that include a broad range of CELPIP-focused skill-building activities



### Common CELPIP Errors

A guide to the most common grammar, punctuation, vocabulary and speaking mistakes made on the CELPIP test and how to avoid them

# Test Research

## A Research Leader

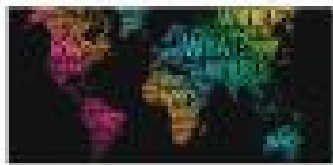
Paragon's Test Research and Development team includes assessment professionals with a background in Applied Linguistics, Education, Statistics, and Psychometrics. In support of the company's overall mission, the unit is responsible for producing innovative and high-quality language tests through collaboration within the team and with external stakeholders.

The goals of the unit are as follows:

- Maintain current assessment products and develop new assessments
- Ensure the security and integrity of Paragon's assessments
- Provide evidence for the validity of Paragon's testing products
- Show leadership in language assessment design and research in Canada and internationally

For a complete list of research publications, conference presentations, working papers, and more, visit [paragontesting.ca/research](http://paragontesting.ca/research).

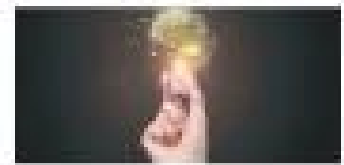
## Research Publications



Paragon Research Blog: Context



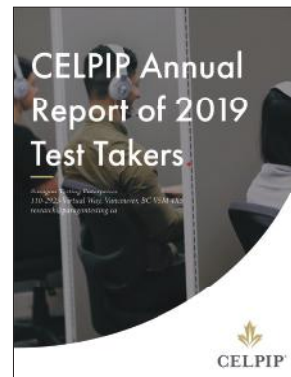
Paragon Research Blog: Achieving Fairness in Developing Content for Standardized Language Tests



Paragon Research Blog: Understanding Test Response Process: A Study of Test-Taking Strategies in a Reading Comprehension Test



Linking CAEL CE Scores to IELTS – Academic Scores: Full Report



CELPIP Test 2019 Report

# Contact Us

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Visit [celPIP.ca](https://celPIP.ca) to learn more about Canada's leading English language proficiency tests for immigration and professional certification, or email [stakeholder@prometric.com](mailto:stakeholder@prometric.com) for more information about becoming a CELPIP score user.



[youtube.com/CELPIPOfficial](https://youtube.com/CELPIPOfficial)



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