



UNIVERSITY of CAMBRIDGE

ESOL Examinations

English for Speakers of Other Languages

Cambridge ESOL Entry Level Certificate in ESOL International (Business English) (Entry 3)*

This is to certify that

A.N. EXAMPLE

has been awarded

Pass with Merit

in the

Business English Certificate Preliminary

Council of Europe Level B1

Date of Examination **SEPTEMBER 2011**
Place of Entry **WROCLAW**
Reference Number **119PL0030003**
Accreditation Number **500/2428/0**


Michael Milanovic
Chief Executive

*This level refers to the UK National Qualifications Framework

Date of Issue 15/09/11
Certificate Number 0030921150



BUSINESS ENGLISH CERTIFICATE (BEC) PRELIMINARY

BEC Preliminary assesses English language ability used in the context of business at Level B1 in the Council of Europe's Common European Framework of Reference. It is at Entry Level 3 in the UK National Qualifications Framework.

Further details of BEC are given in the BEC Handbook, and at www.cambridgeesol.org

For BEC Preliminary, there are three passing grades; Pass with Distinction*, Pass with Merit and Pass. Candidates who have not achieved a BEC Preliminary passing grade (Council of Europe Level B1), but have demonstrated ability at the level below this, are awarded a certificate stating Council of Europe Level A2.

A † symbol next to the grade indicates that the candidate was exempt from satisfying the full range of assessment objectives in the examination.

The Council of Europe's Common European Framework of Reference covers six levels of language proficiency. Research carried out by the Association of Language Testers in Europe (ALTE) shows what learners can typically do at each level. The table below gives examples of typical ability in the work domain in each of the skill areas for Council of Europe Levels B2, B1 and A2.

Level	Listening and Speaking	Reading and Writing
B2	CAN ask for factual information and understand the answer.	CAN understand the general meaning of non-routine letters.
	CAN take and pass on most messages during a normal working day.	CAN understand the general meaning of a report even if the topic isn't predictable.
	CAN express own opinion, and present arguments to a limited extent.	CAN write a simple report of a factual nature and begin to evaluate, advise, etc.
	CAN give a simple, prepared presentation on a familiar topic.	CAN write a non-routine letter where this is restricted to matters of fact.
B1	CAN follow a simple presentation/demonstration.	CAN understand the general meaning of non-routine letters within own work area.
	CAN deal with predictable requests from a visitor.	CAN understand most short reports of a predictable nature.
	CAN offer advice to clients within own job area on simple matters.	CAN make notes on routine matters, such as taking/placing orders.
	CAN state routine requirements (e.g. asking for typing to be done).	CAN write straightforward, routine letters of a factual nature.
A2	CAN exchange straightforward opinions on familiar, predictable matters.	CAN understand a short report on a familiar matter, provided that it is clearly expressed in simple language and the contents are predictable.
		CAN write a short, comprehensible note of request to a colleague or a known contact in another company.

Further information and examples of the ability statements can be found at www.alte.org

Any alteration to this certificate renders it invalid and use of an altered certificate could constitute a criminal offence.

University of Cambridge ESOL Examinations provides a results verification service to help organisations and agencies quickly and securely validate candidates' Cambridge ESOL examination results at <https://verification.cambridgeesolonline.org>

*Candidates who have achieved a Pass with Distinction have demonstrated ability at Council of Europe Level B2.