



# UNIVERSITY of CAMBRIDGE

## ESOL Examinations

### English for Speakers of Other Languages

## Entry Level Certificate in Business English (ESOL)\* - Entry 3

This is to certify that  
**ANKICA MATOVINA**

has been awarded

**Pass**

in the

**Business English Certificate Preliminary**

**Council of Europe Level B1**

Date of Examination **JUNE 2005**

Place of Entry **ZAGREB**

Reference Number **056HR0020054**

Accreditation Number **100/2035/4**

\*This level refers to the UK National Qualifications Framework

*Michael Milanovic*  
**Michael Milanovic**  
**Chief Executive**

Date of Issue 09/08/05

Certificate Number 0013812600



Qualifications and  
Curriculum Authority



Rewarding Learning



AWDURDD  
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QUALIFICATIONS  
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ASSESSMENT AUTHORITY  
FOR WALES

## BUSINESS ENGLISH CERTIFICATES (BEC)

University of Cambridge ESOL (part of UCLES) provides examinations in English for speakers of other languages.

The Business English Certificates (BEC Preliminary, BEC Vantage and BEC Higher) are designed to assess English language competence in the context of business. The examinations test Reading, Writing, Listening and Speaking.

BEC is recognised and used by many higher education institutions and corporations across the world.

### BEC Preliminary

BEC Preliminary assesses English language ability used in the context of business at Council of Europe 'Threshold' Level (B1) for general language proficiency.

BEC examination	Council of Europe Level	UK National Qualifications Framework Level
	C2	Level 3
BEC Higher	C1 ('Effective Operational Proficiency' Level)	Level 2
BEC Vantage	B2 ('Vantage' Level)	Level 1
BEC Preliminary	B1 ('Threshold' Level)	Entry 3
	A2	Entry 2
	A1	Entry 1

For BEC Preliminary, there are two passing grades; Pass and Pass with Merit. Pass indicates that the candidate has achieved a satisfactory level of performance; Pass with Merit indicates a good level of performance.

The Association of Language Testers in Europe (ALTE) has developed a framework which covers six levels of language proficiency aligned to the Council of Europe Common European Framework. Long-term research carried out by ALTE has shown what language learners can typically do at each level. The table below gives examples at BEC Preliminary level of typical ability in the work domain in each of the skill areas.

Typical candidates at **BEC Preliminary** level can perform the following functions:

Typical abilities	Listening and Speaking	Reading and Writing
Work domain	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.

Further information and examples of the Can-do statements can be found at [www.alte.org](http://www.alte.org)

Further details of BEC are given in the BEC Handbook, and at [www.cambridge-esol.org](http://www.cambridge-esol.org)

Any alteration to this certificate renders it invalid and use of an altered certificate could constitute a criminal offence. If there is any doubt about the details recorded on the certificate, contact the local Cambridge ESOL centre for advice on verification procedures.

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