Guidebook for Teachers

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CAEL CE is the leading academic English proficiency test for study in Canada

CAEL ®

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How We Work with Teachers

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Paragon Testing Enterprises is proud to support teachers and instructors who are working to help prospective test takers improve their English language skills, and to reach their target scores on the CAEL CE Test. To assist in preparing potential test takers, we are pleased to provide a range of resources to teachers and instructors. These include:

- A monthly instructor newsletter to keep subscribers up-to-date with test tips, study materials, and new developments
- The CAEL CE Resource Pack for Teachers, which is comprised of lesson plans, classroom resources, and worksheets that can help prepare test takers for CAEL CE
- Free Teacher Workshops, available online and in-person. These workshops give teachers a grounding in the format and structure of CAEL CE, along with classroom tips, and information about preparation materials

About CAEL CE

The Canadian Academic English Language Test, Computer Edition (CAEL CE), is designed to measure the English language proficiency of students planning to study in Canadian post-secondary institutions.

CAEL CE is one of the best tools for identifying students with the right English skills for academic success. It provides an authentic representation of language use in a Canadian academic context. Test takers read articles, listen to lectures, answer questions, and write a short essay, as they would be expected to do in a first-year Canadian university or college classroom.

One of the unique features of CAEL CE is that it is an integrated, topic-based test. During the test, test takers use more than one skill to answer questions on unified topics. For example, test takers speak to respond to questions based on what they have read or listened to, and write responses based on a reading passage and mini-lecture.

The advantage of this approach is that it assesses a test taker's ability to synthesize information from a variety of sources, just as a student would in a post-secondary classroom. When writing in college or university, students are often required to bring together information from a variety of sources such as lectures, online material, books, and journals. By preparing for the test and by practicing these skills, CAEL CE test takers will be prepared for the types of activities they will encounter in college and university classrooms.
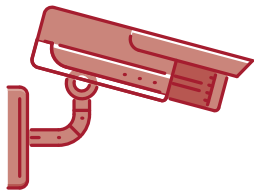
Why Choose CAEL CE

CAEL CE is the only test that provides an authentic representation of language use in a Canadian academic context. It evaluates how well students combine their English speaking, reading, listening, and writing skills to perform academic tasks that they would encounter at a Canadian university or college.

Test Features

Robust Test Security
Protected by leading-edge test security, including a scores and identity verificaiton system

Online Identification System
Test taker identity verification system that allows for scores and identities to be directly validated

Quick Online Results
Available online in 8 business days, sent to 5 institutions at no extra cost

Computer-delivered Test
Done in just one sitting and includes features such as a personal timer & word counter

Convenient Study Materials
Free sample tests, pretest sittings, webinars, prep programs & online courses

Acceptance Across Canada
Accepted by over 180 Canadian universities and colleges, including all of the English U15 institutions

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

CAEL CE Test Format

CAEL CE assesses English language proficiency in an academic context. Test takers receive scores for the Speaking, Listening, Reading, and Writing components, as well as an overall score.

The test includes activities that students engage in during post-secondary study. The topics and tasks in the test are taken from first-year university courses. Some of these tasks will require test takers to use what they have read and listened to in order to answer a question by speaking or writing their response.

CAEL CE is fully computer delivered, providing test takers the opportunity to complete all test components in one sitting.

The total test time for CAEL CE is approximately 3.5 hours, and the test fee is $268 CAD + tax (international test fees may vary).

Speaking
Reply to on-screen prompts verbally

7-10 minutes

Integrated Reading
Read passages and reply to questions

35-50 minutes

Integrated Listening
Listen to passages and reply to questions

25-35 minutes

Academic Unit A
Answer comprehension questions and write a reply

60-70 minutes

Academic Unit B
Answer comprehension questions and write a reply

40-45 minutes

CAEL CE Scoring

The Reading and Listening components of CAEL CE are computer-scored. All the answers to CAEL CE Reading and Listening questions are scored dichotomously: a response is either correct or incorrect. Questions that are left blank are scored as incorrect.

The Speaking and Writing components are scored by Paragon's trained raters, using scoring criteria relevant to standards applied in Canadian academic contexts.

To rate the Speaking and Writing components of CAEL CE, raters use a variety of criteria specifically designed to assess academic speaking and academic writing. These criteria are:

- Completing the task: Whether test takers fulfill the requirements of the task
- Content of the response: How well test takers communicate their ideas or argument
- Vocabulary use: How well test takers' chosen words, idioms, and collocations convey their intended meaning
- Grammatical accuracy: Test takers' degree of mastery over linguistic patterns of English to clearly and precisely communicate their intended message
- Use of source materials: How well test takers use the information from the image, passage, or mini-lecture in their response
- Audience awareness and tone: Test takers' ability to set and maintain an appropriate academic tone throughout their response

CAEL CE Band Scores

After completing the CAEL CE Test, test takers receive a score report that details individual English proficiency scores for the Speaking, Reading, Listening, and Writing components as well as an overall score. CAEL CE scores are reported on a scale from 10 to 90, with accompanying descriptors of what this performance represents. The overall score is calculated as an equally weighted average of the four component scores rounded to the nearest ten-point interval.

CAEL CE Score	CAEL CE Band Descriptor
80–90	**Expert:** Demonstrates a high level of competence, accuracy, and effectiveness in academic/professional settings
70	**Adept:** Uses generally accurate language in most settings; some limitations in flexibility are evident
60	**Advanced:** Displays competence in academic or professional settings
50	**High Intermediate:** Exhibits some competence in academic or professional settings; communication may break down in places
40	**Intermediate:** Demonstrates some ability to comprehend and articulate complex ideas and arguments typical of academic or professional settings
30	**High Beginner:** Expresses basic ideas about familiar topics in routine settings
10–20	**Low Beginner:** Communicates with limited ability

Sample Score Requirements

Institution	Required Score
University of Manitoba	CAEL 60, IELTS 6.5
Western University	CAEL 60, IELTS 6.5
University of Toronto	CAEL 70, IELTS 6.5
McGill University	CAEL 70, IELTS 6.5
triOS College	CAEL 60, IELTS 6.0
George Brown College	CAEL 60, IELTS 6.0
Langara College	CAEL 60, IELTS 6.5
Southern Alberta Institute of Technology	CAEL 60, IELTS 6.0

CAEL CE Components

Part 1:Speaking

In Part 1, there are three Speaking tasks, each on a different topic:

- Task 1 & 2: Test takers will discuss various aspects of educational plans or experiences and discuss other topics applicable to academic study.

- Task 3: Test takers will describe and draw conclusions about a visual image, such as a chart or graph.

Test takers' responses to Part 1 speaking questions are evaluated on the content of their response, the accuracy of their language, and their ability to reference details in a visual image (if present).

Part 2: Integrated Reading

In Part 2, there are two types of reading passages, each followed by a set of comprehension questions. The passages resemble the types of texts students might encounter during their first year at a college or university. The comprehension questions assess test takers' abilities to:

- Comprehend the general meaning of the passage
- Identify specific information in the passage
- Make inferences based on information in the passage

In the final task of Part 2, test takers respond to one speaking question that is answered using material from one of the reading passages.

Test takers' responses to the reading comprehension questions are scored as correct or incorrect. Test takers' spoken responses are evaluated on the content of their response, the accuracy of their language, and their use of source material.

CAEL CE Components

🎧 Part 3: Integrated Listening

In Part 3, there are two types of listening passages, each followed by a set of comprehension questions. The content of the listening passages resemble the types of lectures, orientation activities, or academic event announcements students might encounter during their first year at a college or university. The comprehension questions assess test takers' abilities to:

- Comprehend the general meaning of the passage
- Identify specific information in the passage
- Make inferences based on information in the passage

In the final task of Part 3, test takers respond to one speaking question that is answered using material from one of the listening passages.

Test takers' responses to the listening comprehension questions are scored as correct or incorrect. Test takers' spoken responses are evaluated on the content of their response, the accuracy of their language, and their use of source material.

📖 Part 4: Academic Unit A

There are three sections in Part 4, each of which is about an aspect of the same academic topic:

- One reading passage with comprehension questions
- One listening passage with comprehension questions
- One writing question requiring an extended response, using material from both the reading passage and the listening passage.

📖 Part 5: Academic Unit B

There are three sections in Part 5, each of which is about an aspect of the same academic topic. The topic in Part 5 is different than the topic test takers encounter in Part 4.

- One reading passage with comprehension questions
- One listening passage with comprehension questions
- One writing question requiring a short response, using material from the reading passage or the listening passage.

In Part 4 and Part 5, test takers' responses to the reading and listening comprehension questions are scored as correct or incorrect. Test takers' written responses are evaluated on the content of their language, the accuracy of their language, and their use of source materials.

Accepting Institutions

CAEL CE is accepted by over 180 institutions across Canada for academic admission, as well as by several professional organizations for certification.

100%

CAEL CE is accepted by 100% of the English-speaking Universities Canada institutions that accept international students.

82%

CAEL CE is accepted by 82% of the English-speaking CiCan institutions that accept international students.

Accepting institutions include:

University of Alberta

University of Calgary

University of British Columbia

University of Saskatchewan

University of Manitoba

University of Waterloo

McMaster University

University of Toronto

Queen's University

Dalhousie University

McGill University

University of Ottawa

Carleton University

University of Western Ontario

Accepting Institutions

Acadia University
Acsenda School of Management
Alberta College of Art & Design
Alexander College
Algoma University
Algonquin College
Ambrose University
Ashton College
Assiniboine Community College
Athabasca University
Bishop's University
Bow Valley College
Brandon University
Brescia University College
Briercrest College and Seminary
Brighton College
British Columbia Institute of Technology
Brock University
Burman University
Campion College
Canadian Business College
Canadian College
Canadian College of Health Science and Technology
Canadian College of Naturopathic Medicine
Canadian Health Care Academy
Canadian Mennonite University
Canadore College
Cape Breton University
Capilano University
Carleton University
Carlton Trail College
Centennial College
Central Helicopter Training Academy
Coast Mountain College
College of New Caledonia
College of the Rockies
College of Veterinarians of Ontario
Columbia College
Concordia University
Concordia University of Edmonton
Conestoga College
Coquitlam College
Corpus Christi College
Crandall University
Cumberland College
Cypress College
Dalhousie University
Douglas College
Durham College
Eastern College
Emily Carr Institute of Art and Design
Fairleigh Dickinson University
Fanshawe College
First Nations University of Canada
Fleming College
Gateway College
George Brown College
Georgian College
Grandesco College
Great Lakes Helicopter Corp.
Great Plains College
Helicopters Canada – Flight Training School

Holland College
Horizon College & Seminary
Humber College
Huron at Western
IH Career College
Imperial Hotel Management College
Kemptville College
Keyano College
Keyin College
KLC College
Kwantlen Polytechnic University
Lakehead University
Lakeland College
Langara College
Laurentian University
Lethbridge College
Loyalist College
Luther College
MacEwan University
Makami College Inc.
Manitoba Institute of Trades and Technology
McGill University
McKenzie College School of Art & Design
McMaster University
Medicine Hat College
Memorial University of Newfoundland
Menno Simons College
Metropolitan Community College
Mohawk College
Mount Allison University
Mount Royal University
Mount Saint Vincent University
New Brunswick Community College
Niagara College
Nipissing University
NorQuest College
North Island College
North West College
Northern Alberta Institute of Technology
Northern Lakes College
Northern Lights College
Nova Scotia Community College
NSCAD University
OCAD University
Okanagan College
Olds College
Oulton College
Pacific Coast Community College
Pacific Coast University for Workplace Health Sciences
Parkland College
Pharma-Medical Science College of Canada
Portage College
Protege School
Queen's University
Red Deer College
Redeemer University
Renison University College
Rhodes Wellness College
Royal Roads University
Ryerson University
Saint Elizabeth Health Career Colleges
Saint Mary's University

Saint Paul University
Saskatchewan Polytechnic
Saskatoon Business College Ltd.
Sault College
Selkirk College
Seneca College of Applied Arts and Technology
Simon Fraser University
Southeast College
Southern Alberta Institute of Technology
St. Clair College
St. Francis Xavier University
St. Jerome's University
St. Lawrence College
St. Mary's University
St. Peter's College
St. Stephen's College
St. Thomas Flight Centre
St. Thomas More College
St. Thomas University
Stanford International College of Business and Technology
The King's University College
Thompson Rivers University
Trent University
Trinity Western University
triOS College
UBC Vantage College
University of Alberta
University of British Columbia
University of Calgary
University of Guelph
University of King's College
University of Lethbridge
University of Manitoba
University of New Brunswick
University of Northern British Columbia
University of Ontario Institute of Technology
University of Ottawa
University of Prince Edward Island
University of Regina
University of Saskatchewan
University of St. Michael's College
University of Sudbury
University of the Fraser Valley
University of Toronto
University of Victoria
University of Waterloo
University of Windsor
University of Winnipeg
Vancouver Community College
Vancouver Island University
Victoria University
Western Community College
Western University
Westminster College
Wholistic Health Training & Research Centre
Wilfrid Laurier University
York University
Yorkville University

Confidence in CE CAEL Scoring

In order to ensure that CAEL CE scores are accurate and reliable, the Test Research and Development department develops CAEL CE items with a process that upholds the rigorous standards that have made Paragon Testing Enterprises an industry-leading organization. Paragon's quality assurance processes combine efficient automation with meticulous human quality control, and span every step of the test process.

Test Content Review

Rigorous content development processes involve multiple internal and external reviews

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

Quality Assurance

Checks and balances at every step through content creation, administration, scoring, and reporting
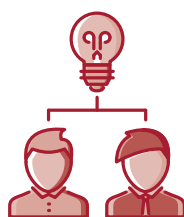
Double Rating

Delivering accurate, rigorous, and consistent scores for all test takers
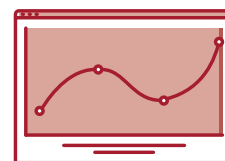
Psychometrics

Expertise in test analysis based on continual research and adherence to professional standards

CAEL®

CAEL CE Scores and Identity Verification System

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

Benefits of CAEL Scores and Identity Verification System
The CAEL SIVS allows for organizations to directly verify an individual's scores with the CAEL Office, without relying on mailed, paper score reports.

In addition, the CAEL SIVS also allows organizations to subscribe to the Bulk Scores Download feature, which allows for organizations to automatically receive scores to that institution.

Sample Score Report

From our Testing Experts

CAEL CE measures academic language proficiency. What is academic language proficiency?

Post-secondary success requires students to make sense of complex academic content, appropriately articulate their understanding of that content, and negotiate multiple academic and social interactions on campus. The language skills, knowledge, and abilities students need to be successful in college and university is academic language proficiency. A student who has academic language proficiency can understand academic material that is read and heard in English, and can write and speak about this material in an academic style.

As an academic English language proficiency test, CAEL CE:

- Measures a test taker's ability to read, write, listen, and speak in English;
- Assesses whether a test taker has acquired the ability to use English in typical post-secondary classroom situations; and
- Evaluates a test taker's ability to use English according to an ability scale that is related to actual language use in academic contexts.

CAEL CE is an integrated skills test. What does that mean?

Post-secondary success requires students to use many language skills at the same time – students read a book and make an oral presentation, or students listen to a lecture and write down the questions they may have. CAEL CE assesses a test taker's language ability in a way that mirrors the situations students encounter during their first year of post-secondary education. The integrated task design in CAEL CE allows for the interaction of receptive (listening and reading) and productive (speaking and writing) skills, creating a more realistic testing environment.

CAEL CE tasks include:

- Speaking for academic purposes to relay information and show understanding;
- Reading academic texts of different lengths in order to synthesize or paraphrase key ideas and selectively applying information from the readings;
- Listening to academic mini-lectures and transferring or applying information on a topic introduced by the lecture; and,
- Incorporating what has been learned from readings and mini-lectures in formal, opinion-based responses to academic speaking and writing tasks.

The integrated speaking and writing tasks also provides test takers with common content on which to base their spoken or written responses. By providing common sources, CAEL CE ensures that all test takers, regardless of their background knowledge, have access to the information needed to succeed on the speaking and writing tasks. Test takers do no need and do not benefit from background knowledge of the topics covered in the test.

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From our Testing Experts

Paragon emphasizes research-lead assessment design. Paragon Working Papers, Test Reports, and Research Blogs present the findings from research; validity evidence for CAEL CE, CELPIP, and LPI Tests; and guidance on how to interpret test scores. For a complete list of research publications, conference presentations, working papers, and more, visit

Research Publications

PARAGON RESEARCH BLOG: CONTEXT
October 5, 2018

Paragon Research Blog: Context

ACHIEVING FAIRNESS IN DEVELOPING CONTENT FOR STANDARDIZED LANGUAGE TESTS

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

UNDERSTANDING TEST RESPONSE PROCESS: A STUDY OF TEST-TAKING STRATEGIES IN A READING

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 2017 Report

How to Register for CAEL CE Test Online

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Registering for CAEL CE online is fast and easy:

1 **Create a CAEL Account**
Visit **cael.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 CAEL account.

2 **Sign into a CAEL Account**
After creating a new CAEL account or signing into an existing account, test takers can register for a test.

3 **Register for CAEL**
During registration test takers select the country, region, and city in which they will take the CAEL 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 CAEL CE Test Results

Test takers can easily access their CAEL CE results online. Test results are available in just 8 business days after the CAEL CE Test has been completed. For test takers applying to a number of institutions, CAEL CE results are sent directly to the institution, and test takers can select up to 5 institutions to receive their scores at no extra cost. With the CAEL Scores and Identity Verification System, institutions can directly verify test taker scores, ensuring the safe and accurate transmission of test taker scores to their institutions of choice.

Direct to Institutions
Test takers select the organizations that will receive CAEL scores during test registration

Updates via Email
Test takers will receive test day confirmations and score results via email
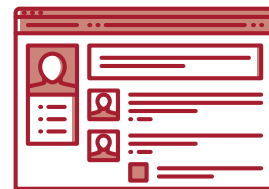
Account Dashboard
Test takers can sign into their accounts at cael.ca to see their results

Opportunities

As Canada's leading English language testing organization, Paragon Testing Enterprises is always looking for highly-motivated, energetic, and skilled people to join its team. Paragon offers competitive salaries and a comprehensive and competitive benefits package to employees and their eligible dependents. It also has a company-wide profit-sharing plan for full-time employees, a professional development program, and financial support for conference attendance, research, and publication related to its tests.

For a full listing of available positions, and detailed job descriptions, visit **paragontesting.ca/careers**.

Opportunities with Paragon Testing Enterprises for organizations include:
- Offering a test taker preparation course at your school
- Become a test score user
- Become a test centre

For more information about how your organization can partner with Paragon Testing Enterprises, contact **info@paragontesting.ca**.
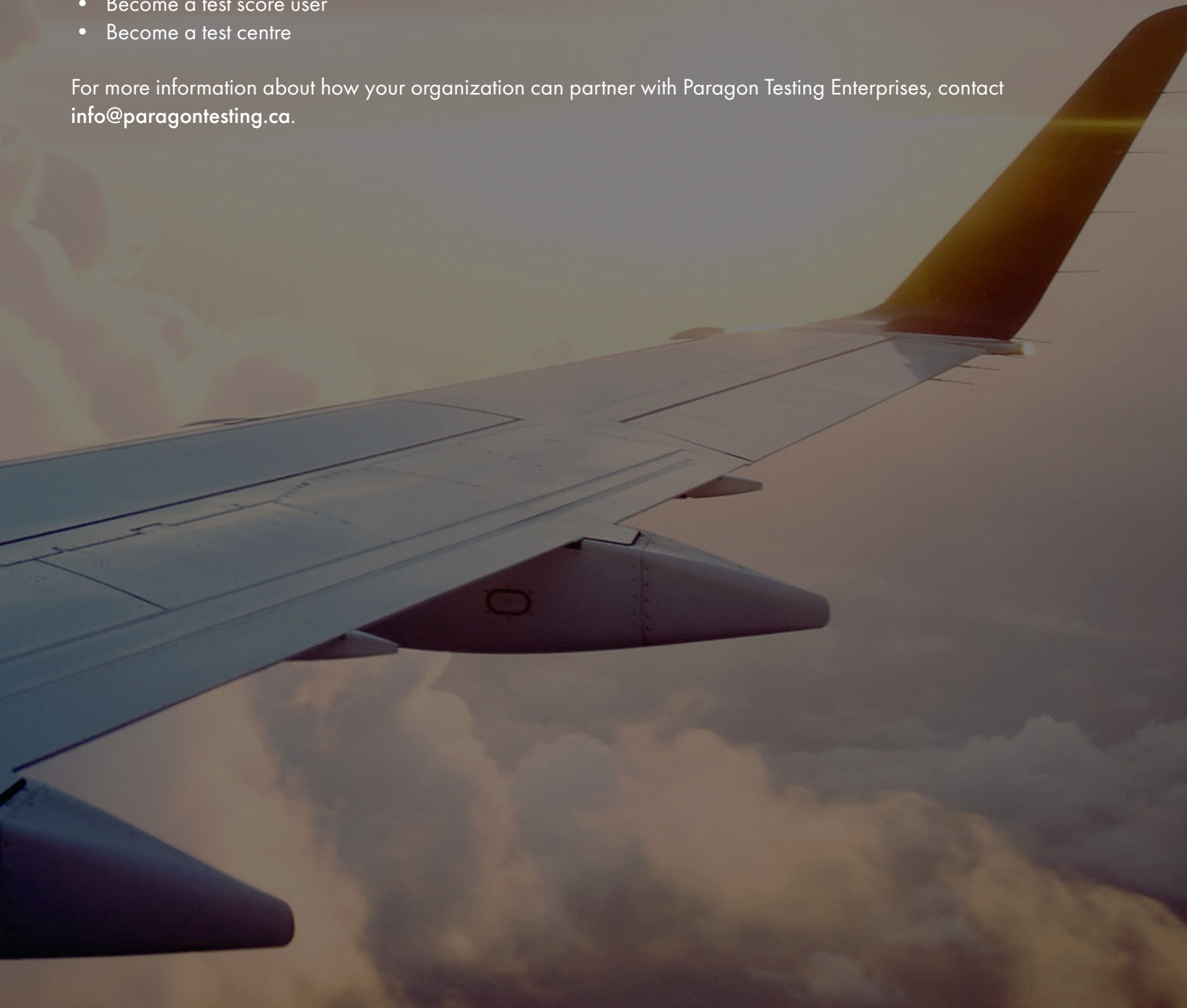
Offering Test Preparation

The CAEL CE Preparation Program has been designed to prepare students for the CAEL Test and includes four modules, and includes exclusive use of instructor guides to match each module.

To support instructors who will be delivering the CAEL CE Preparation Program, an online instructor training course taught by a CAEL CE expert is offered. The training features insights into each test component, an explanation of the Performance Standards, and tips for teaching test preparation.

To learn more about the CAEL CE Preparation program, including information about the program syllabus, program materials, and guidelines for test preparation service providers, visit **cael.ca/cael-preparation-program**. For any additional questions about the CAEL CE Preparation Program, contact **prepprograms@paragontesting.ca**.
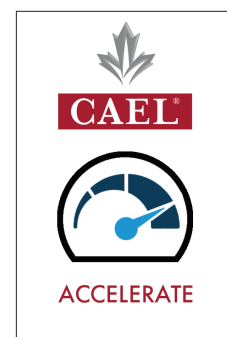
Official CAEL Study Materials
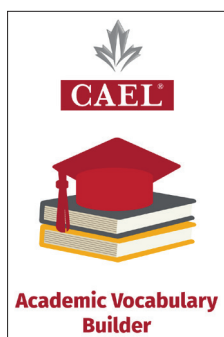
Academic Vocabulary Builder

A self-directed study program designed to boost academic word power
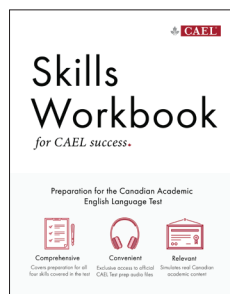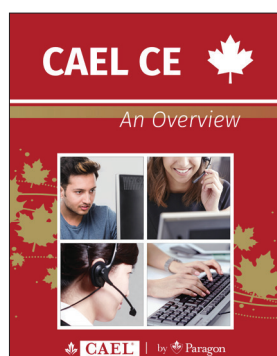
CAEL Skills Workbook

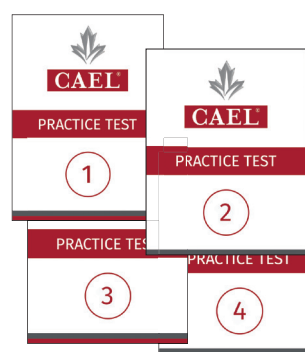Provides activities and exercises to develop English skills and abilities

CAEL Accelerate

A self-directed study program with interactive quizzes, instructional videos, and more

CAEL CE: An Overview

This guide details what to expect on the CAEL Test, and includes study tips and strategies

CAEL CE Practice Tests

Complete practice test with a detailed answer key

Notes

CAEL®

Notes

Contact Us

Visit **cael.ca** to learn more about Canada's leading academic English language test, or email **info@cael.ca** for more information.

Follow **@CAELTest** on social media