English

## Information for candidates

Cambridge<br>C2 Proficiency

English Qualifications



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## Cambridge Digital

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## How to use this guide



This guide also includes lots of helpful boxes with © key information and advice $\star$ study tips and Qquestions which people often ask about the exam:


Read these tips carefully - they will help you to feel well prepared for the exam and to avoid common mistakes or problems.
And ... good luck with your exam!

## About the exam

C2 Proficiency is a qualification for learners who have achieved an extremely high level of skill in the English language.

| Gaining a certificate for this exam shows that you can: | The exam: |
| :---: | :---: |
| study demanding subjects at the highest levels, including postgraduate and PhD programmes | Level C2 of the Common European Framework of Reference for Languages (CEFR) |
| actively engage in academic life by participating confidently in tutorials and seminars <br> $\checkmark$ lead on complex and challenging research projects | is recognised and accepted around the world by a wide range of educational institutions for study purposes |
| negotiate and persuade effectively at senior management level in international business settings. | is based on extensive research to make sure that each paper is the right length and the right level, so your exam result will reflect your abilities fairly and accurately |
|  | can be taken as a digital or paper-ba |

The exam has four papers. Each one is equally important.


## Preparing for the exam

A successful and enjoyable journey begins with good preparation. For C2 Proficiency, this means you should:

- practise your English in all four skills: reading, writing, listening and speaking improve your grammar and vocabulary for communication at C2 level understand how the exam is organised and assessed
understand what will happen on exam day.
Keep reading to find out more about how you can prepare for each paper in the C2 Proficiency exam.
$?$
Is there a wordlist for this exam?
No. Exams that are at CEFR Level B2 or above, like C2 Proficiency, do not have particular language specifications or vocabulary lists.
How is the digital exam different from the paperbased exam?
On the Cambridge website, you'll find more information about the digital exam and a guide to common questions and answers about this exam format.


Follow time limits when you do practice tests. This will help you prepare for the real exam, when (And remember if you have extra time at the end of the Writing and the Reading and Use of English tests, you can go back to a task and look at it again.)
Self-study is very important when preparing for an exam, because sometimes you don't have a teake your learning journey more personal:

Write interesting and useful vocabulary in a notebook. Include the meaning, the pronunciation, an example sentence and a traslation in your first language.
Think about your learning goals: why are you studying for this exam? If you pass the exam, what will this qualification help you do in future?
Don't be afraid to use English outside class with other English speakers in everyday situations. For example, you could tell a family member, classmate or friend about your day or post a comment in English in response to something on social media.

Paper 1: Reading and Use of English

7 parts
Part 1 One text with eight gaps. You must complete each gap with the best word or phrase from a set of four options.

One text with eight gaps. You must complete each gap with a single Part 2 word (the correct answer is never a phrase or a contraction). There are no multiple-choice options.

One text with eight gaps. For each gap you are given a word. You must One text with eight gaps. For each gap you are given a word. You must the word with regard to meaning and grammatical form

Part 5 One long text with six multiple-choice questions.
One long text with gaps where seven paragraphs have been removed. You must put these paragraphs back into the text in the correct place.

Part 7 One page of text (a single text or several short texts) with 10 multiple matching questions.

The Reading and Use of English paper tests your reading comprehension at word, phrase, sentence, paragraph and wholetext level. Each part tests different aspects of reading, including the use of vocabulary in context (such as idioms and collocations), the use of particular grammatical and lexical structures, understanding detail, opinion and attitude, text organisation and structure, global meaning and main ideas, and cohesion and coherence
Extra help online
You can find a C2 Proficiency sample test on our website. This helps learners who are
preparing for this exam to practise different preparing for this exam to practise different
parts of the Reading and Use of English paper.
We also have reading practice activities for learners at CEFR Levels C1-C2 available.

Regular and effective use of an advanced monolingual English dictionary is monolingual English dictionary is essential - not only to clarify the mean
of new words but also to extend your knowledge of the way certain words work when used together (such as collocations, fixed phrases and other patterns like dependent prepositions). However, you won't be allowed to use a dictionary won' be allowed to use a dictionary
during the exam, so don't forget to practise alternative techniques for coping with unfamiliar vocabulary, such as the use of contextual clues to deduce meaning.


The texts come from a range of different sources and are written for different purposes.
They are mainly contemporary and include They are mainly contemporary and include non-specialist material from fiction and nonfiction books and journalism (a wide range of newspapers, magazines and journals). Some are simply of general anest, others Wil have an acady angle orwork prepare for this paper, you houldread widely and regularly.



Do ...
$\checkmark$ Read all instructions, questions, texts, titles and sources very carefully before attempting to answer
$\checkmark \ln$ Part 1, check the words around the gap carefully. The missing word(s) may form part of an idiom, fixed phrase or collocation. Understanding the context is very important before giving an answer
$\checkmark \ln$ Parts 1 and 2 , check that the completed sentence makes sense in the passage as a whole. The context of the whole text is very important!
$\checkmark$ In Part 2, read the complete sentence which contains the gap. The missing word(s) are more likely to have a grammatical focus than a lexical one
$\checkmark$ In Part 3 , think about all the changes a word may require suffix, prefix, internal or more than one change; becom singular, plural or negative; change of word class.
$\checkmark$ In Part 6 , keep an overall idea of the development of the text. You will need to check that the extracts chosen for each gap also fit the progression of the argument or narrative as whole.
$\checkmark$ Check your spelling! In Parts 2, 3 and 4 , all spelling must be correct.


No. A correct answer gets 1 or 2 marks, an incorrect answer gets O marks and no answer
gets O marks. So if you're not sure about an gets O marks. So if youre not sure about an
answer, it is best to guess something! Remembe though, your spelling must be accurate in all parts of the test. (American spelling is OK - but don't mix American and British. It's important to be consistent and use only one variety.)

Two. Your Reading score is based on Parts $1,5,6$, 7 and 8 , and your Use of English score is based 7 and 8 , 2,3 and 4 . Your Statement of Results will on Parts 2,3 and 4 . Your Statement of Results will
show both scores, plus three more: one score for Writing, one for Listening and one for Speaking. Each of these five scores is equally important when calculating your overall score.
Will I get one or two scores for the Reading and Use


Don't.
$x$ Don't leave any questions unanswered - you don't lose marks for incorrect answers.
$x$ Don't write more than one answer for any question, even if you think there are two possible answers.
In Parts 1,5 and 7 , don't assume that if the same word appears in the text as well as in an option, this means you have located the answer. You should read the questions carefully and check each option against the text before rejecting it.
$x$ In Part 4, don't change the word given.
x In Part 4, don't write out the full sentence.
$x$ In Part 4, don't write more than eight words (including the given word).
$x$ Don't try to answer any questions without referring carefully to the text.

## If you

Do ...
$\checkmark$ For the paper-based test, allow enough time to transfer your answers to the answer sheet - and don't wait until the end. It's best to copy your ar to your answer sheet as you finish that part.

## Don't

$x$ If doing the paper-based test, don't use a pen on the answer sheet. Use a pencil. Answers written in pen cannot be read by the marking machine ie. points! Rub out any answers you want to chang using an eraser.


## Paper 2: Writing

## Part 1

Writing 220-260 words. There is only one question
You must write an essay based on two points given in the question. You must explain which of the two points is more important and give reasons for your opinion.

Writing 280-320 words. There are three questions and you must choose only one. You could write an article, an informal letter, a formal letter, a report or a review.

There are four assessment criteria for the tasks in the Writing paper:
$\checkmark$ Content (How well have you completed the task? Have you done what you were asked to do?)
$\checkmark$ Communicative Achievement (Is the Communicative Achievement (Is the example, is the style right for a magazine article? Have you used the right register, for example formal or informal?)
$\checkmark$ Organisation (How is the piece of writing put together? Is the text logical and put together? Is the text logical and
organised. using a range of cohesive devices?)
$\checkmark$ Language (Do you use a wide range of nghistot (Do mar and vocabulay sophisticated grammar and
with fluency and accuracy?)
For both exam tasks, you receive marks from O to 5 for each of the four criteria. These scores combined to calculate your fina mark for the Writing paper

## Extra help online

Our website has writing practice activities for very advanced learners, plus a sample test. both of which can help learners
preparing for the C2 Proficiency exam
Try the exam tasks on Write \& Improve and get fast, free automated feedback on your writing.


The instructions indicate how much you should write. If you write a much shorter answer, this could mean the task has not been successfully completed. For example, if the conclusion is missing because you ran out of time, this could affect the organisation and coherence, and could therefore be penalised. And if you write too much, this could indicate irrelevance, epetition or poor organisation. You won't necessarily lose marks for writing slightly more or less than the length indicated in the question - just take care to answer the task completely and clearly.


Both parts are worth the same number of marks and you can decide how much time to spend on each part. Just make sure you spend some time planning before you sto work after you have finished.

In the digital exam you type all your answers onto the screen, so you only need extra paper to make the screen, so you only need extra paper to make
notes. For the paper-based exam, you can raise your notes. For the paper-based exam, you can raise yo
hand to indicate that you need more paper. And remember at the end of the exam to submit all the paper you used - this includes any notes which you made to plan or prepare your answer. Do not take any paper with you when you leave the exam room


> How are the C1 Advanced and C2 Proficiency writing tasks different? Tey seem quite similar ...
$\checkmark$ Allow time to plan your writing. Read every part of the question carefully and organise your ideas. Identify the key points in each text in Part 1 and deal with all parts of the question in Part 2.
$\checkmark$ Remember that Question 1 is compulsory.
$\checkmark$ Choose which Part 2 question to answer on the basis of what interests you the most, but also bear in mind the task type.

Use as wide a range of structures and vocabulary as you can but think carefully about when to use idioms.
$\checkmark$ Check your work after typing or writing. Look for spelling errors and the use of punctuation - capital letters, apostrophes, commas, etc. Check structures too, such as subject-verb agreement, tenses, word order, singular and plural nouns.
$\checkmark$ Think carefully about what the task requires you to do. Identify which task type and what information you are being asked to give, who the target reader is, what your role is as a writer and your purpose in writing.
$\checkmark$ Use a range of vocabulary and grammar, as well as a style and tone which are suitable for the task and the reader.

Don't...
X Don't write out a rough version and then try to type or write a good copy - you will not have time.
$x$ Don't write a text type that is different from the type required by the question. For example, if you write an essay when the question has asked for an article, the register will not be totally appropriate for an article. This will have a negative effect on the target reader and will be penalised.
Don't waste time counting your words. In the digital test, your words will be counted as you type.

If you're taking the test on paper
Do ...
Use parggraphs. Indent when you start a new paragraph.
$\checkmark$ If doing the paper-based test, write clearly so your answers are easy to read. However, it's not important if you write in CAPITALS or if your writing is 'joined up' (cursive) or not. The important thing is that your handwriting is clear.

## Don't ...

$x$ Don't waste time counting all the words you've Written. Instead, calculate how many words on average you write on a line and multiply this ave by the number of lines to estimate how much you have written.

If doing the paper-based test, don't use a pencii. For this paper, you must write in pen.


## Paper 3: Listening

|  | Part 1 | Listen to three unrelated short extracts (about 1 minute each) taken <br> from monologues or from interactions between two or more people. <br> For each recording, answer two multiple-choice questions. |
| :--- | :--- | :--- |
| About <br> $\mathbf{4 0}$ minutes | Part 2 | Listen to one person speaking for about 3-4 minutes and complete <br> nine sentences with information that you hear. The answers are always <br> short - usually just single words or noun phrases. |
| $\mathbf{4}$ parts | Part 3 | Listen to a conversation between two or more speakers for about <br> 3-4 minutes and answer five multiple-choice questions about the <br> speakers' opinions and attitudes. |
|  | Part 4 | Listen to five short monologues of about 35 seconds each. You must <br> complete two multiple-choice tasks simultaneously, by matching one <br> item from Task 1 and one item from Task 2 to each recording. |

## $\checkmark$ In the exam, you will hear each recording twice. The instructions for each task are followed by a pause

 for you to study the task for that section. Use this time to study the questions printed on the page to help you predict what you will hear and what kind of information you will be required to identify and understand$\checkmark$ In the exam, if you can't hear the recording, raise your hand immediately so somebody can quickly help to fix the problem
Extra help online
Try the sample Listening test and the
listening practice activities for learners listening practice activities for learners
at CEFR Levels C1-C2 Listen to podcasts. With such a high level of English, you can certainly find podcast topics that interest you Listening for pleasure is a great way to develop your listening skills, as well as your vocabular


Do ..
$\checkmark$ Use the time before each recording to prepare, read the question and think about the topic and the context.
$\checkmark$ Listen to all the instructions in the test - and read them too. It's really important to understand what type of text you will hear, what it is about and what you have to do in each part.
$\checkmark$ Think about the topic, the development of ideas and the context as you read the questions. This will help you listen.
$\checkmark$ In Part 2 , write the actual words that you hear - and make sure you spell them correctly. You do not get more marks for using your own words.
$\checkmark$ In Part 2 , look at the information both before and after the gap to check that your answer fits both logically and grammatically.
$\checkmark$ Pay attention to the role of stress and intonation in supportin a speaker's intended meaning
$\checkmark$ Read through both tasks in multiple matching in the pause before you hear the recording for the first time (Part 4).

Don't..
$x$ Don't panic about a difficult question. Move on to the next question and come back to the difficult one later.

X In Part 2, don't complicate an answer by changing or adding extra information.

If you're taking the test on paper Do...
For the paper-based test, copy your answers carefully onto the answer sheet and check that you have followed the numbering correctly.
Don't
$x$ Don't leave a blank space on the screen or answer sheet. If you're not sure about an answer, guess!
$x$ For the paper-based test, don't use a pen on the answer sheet. Use a pencil. Answers written in pen cannot be read by the marking machine ie, o points Rub out any answers you want to change using an eraser.

Paper 4: Speaking
Candidates are tested together in pairs or groups of three. If there are three candidates together, the test lasts longer so each candidate gets enough time to speak.

| About <br> 16 minutes <br> 3 parts | Part 1 <br> (2 mins) | Each candidate has a brief general conversation (about 2 minutes) with the examiner. |
| :---: | :---: | :---: |
|  | Part 2 <br> (4 mins) | You and the other candidate(s) speak together about some pictures. There will be between one and seven pictures, which provide the basis for your discussion. First, the interlocutor will ask you a brief introductory question about two of the pictures (or different aspects of the same picture, if there is only one). Then you complete a decision-making task together based on the same set of pictures. |
|  | Part 3 ( 10 mins ) | The candidates and the interlocutor all speak together. First, each candidate speaks for 2 minutes in response to a specific question from the interlocutor and comments after their partner has spoken. Then the interlocutor asks some further questions, leading to a discussion on a general theme related to the topics already covered in Part 3. | such as:

- how to explain that you don't know a lot about a topic
- how to connect this topic logically to something you are more familiar with, so that you still answer the examiner's question
- describing what a friend, family member or colleague might say about the topic instead.

$\checkmark$ Show that you can communicate effectively
$\checkmark$ Speculate on the content of the visual materials, even if you are not sure what they show.
$\checkmark$ Listen carefully to the instructions and questions, and focus on the task set.

Make sure you know what you have to do in each part of the test, and the timings involved.
$\checkmark$ Raise the level of the conversation and discussion above the everyday and purely descriptive.
$\checkmark$ Listen actively to your partner, develop their ideas and opinions, and work with them.
$\checkmark$ Show interest in and respect for your partner's ideas and views.
$\checkmark$ Make use of the prompts in Part 2 if you want to.
$\checkmark$ Respond as fully as possible and extend your ideas and opinions, giving reasons where possible.
$\checkmark$ Try to remember your partner's name and use it when referring to them.

Don't.
x Don't talk at the same time as your partner or interrupt them when they are speaking
$x$ Don't leave long or frequent pauses when you are speaking
Don't waste your opportunities to show the examiners what you can do.

X Don't let your partner always lead the discussion. You must also initiate sometimes.


## Taking the exam

Even after lots of preparation, many people still feel nervous on exam day. That's why it's really important to feel ready and to know what to expect. Watch
the What to expect on exam day video.


## Before exam day, you should:

$\checkmark$ Register for the exam. If you are preparing for the exam as part of a course at a school, independently, you can look online to find a centre that offers the exam and register $\frac{\text { a centre that offers the exam and register }}{\text { directly with them. They will give you advice }}$ about preparation and tell you how much your exam will cost.
$\checkmark$ Check the date, time and address of your Check the date, time and address of your
$\checkmark$ Sign up for our free online results service The fastest way to get your results is to register with our Results Service for Candidates. When you register for the exam, you'll be given your you register for the exam, youll be given your You'll need these details to register to receive your results online.
$\checkmark$ Check that you know where the exam is happening and how to get there, because you must arrive before the exam starts.

You should register with our free Results Service for Candidates a few
your exam.


Can I choose to take different exam papers on different days?
No, the Speaking test is the only paper which usually happens on a different day. All the other papers must be taken together on the same day.
Do I need to bring anything with me on exam day? Yes, you should bring:

1. Identification (for example, your passport or national ID card). It must be the original document with your photo and it must be valid on the day of your exam.
2. Pens (black or dark blue)
3. Pencils (B or HB) and an eraser
4. A clear plastic bottle of water.

Your exam centre will have extra pens and pencils if you need them. You cannot bring your mobile phone or other electronic items inside the exam room. Your exam centre can tell you if you should leave these at home or if they can keep them somewhere safe during the exam.

## Top tips for exam day

$\checkmark$ In the Reading and Use of English and Writing papers, you can do the tasks in any order. papers, you can do the tasks in any order,
so you might want to start with the questions which you find easier. Just make sure that you type or write your answers in the correct order on the screen or answer sheet!
$\checkmark$ It's important to have enough energy when you're taking an exam! Before exam day, check with your exam centre if it's possible to buy food and drink there. If not, you might want to bring something to eat. You can't bring food to your desk, but you can eat it during breaks
$\checkmark$ Check you know what you can and can't do in the exam room. For example, you can't bring food to your desk with you but you can bring a clear plastic bottle of water. All of this information is in the Summary Regulations, which you can read online before exam day. Your exam centre will also provide a copy of these rules.
$\checkmark$ There will be a clock or timer in the exam room (or on your screen if you're taking the digital test). Remember to use the time well. Try not to panic by looking at the clock every few minutes!
$\checkmark$ Follow all instructions carefully. In the digital exam, the instructions will be on your screen. In the paper-based exam, they will be on the exam paper. If you have any questions, if you need help or if you want to leave the room, raise your hand to ask the invigilator (the person who helps manage the exams).
$\checkmark$ Your exam centre will take your photo. They might also make a note of your passport or ID number. These steps are very important if you want to use your exam result in future for immigration or higher education. If you are taking C2 Proficiency in Asia, Australasia or Africa your centre must upload a photo taken eive a result.
$\checkmark$ Finally ... try to sleep well the night before

During the exam, you must not talk to
other people or try to see what they other people or try to see what they are writing or typing.
In the digital test, the timer will tel you how much time you have left. and the test will finish when your time is up. At the end of the paper based exam, the invigilator will tell you to stop writing and you must stop immediately. Then you must give them all your papers, including the question papers, answer sheets and any notes which you took, and will tell you when you can leave will tell you when you can leave the room.


## After the exam

Well done! You prepared, you took the exam and now you're just waiting for your results. So what happens now?

## Getting your results and certificate

All candidates receive a Statement of Results. You can access this online. If you are successful in the exam, you will also receive a certificate. This is sent to your exam centre.

|  | Digital exam | Paper-based exam |
| :--- | :--- | :--- |
| Statement of Results | $1-2$ weeks after the exam | $4-6$ weeks after the exam |
| Certificate | $3-4$ weeks after the exam | $7-9$ weeks after the exam |

## Your Statement of Results will look like this:

your grade for the whole exam

the CEFR level (C2) of the whole exam
your score on the Cambridge English Scale for each of the four skills (reading, writing, listening and speaking) and Use of English
$?$
What does my 'overall score' mean?
Your overall score uses the Cambridge English Scale to show how well you did in the exam.

| If you score ... | You will receive ... | Your certificate will show .. |
| :--- | :--- | :--- |

200-230 a certificate for C2 Proficiency ... that you demonstrated ability at CEFR Level C2.
(grade A, B or C)

180-199 | a certificate from |  |
| :--- | :--- | :--- |
| Cambridge English | ... that you demonstrated ability at CEFR Level C1. |

$\begin{array}{ll}179 \text { or below } & \begin{array}{l}\text { You will not receive a certificate, but your Cambridge English score will be shown } \\ \text { on your Statement of results. }\end{array}\end{array}$
What happens if I don't pass one of the papers?
You can't fail a paper. Your 'overall score' is based on the whole exam, so it's possible to pass the exam even if you don't do very well in one paper. Your Statement of Results will show your overall score and your scores for the different parts of the exam

How can I receive my results online?
You'll need your Candidate ID Number and Secret Number to register with the Results Service for Candidates. You can find these numbers on the Confirmation of Entry document from your exam centre.
How can a university, college or employer check my exam results?
They can use the online Results Verification Service. You will need to give them your Candidate ID Number and Secret Number. If you've lost these numbers, the centre where you took your exam can provide them.

If you do not want to prepare for another exam but you want to continue developing and improving your English, there are many things you could do. For example:
continue to read and listen to things in English which interest you, for example novels, television shows, blogs or podcasts
consider transitioning from consumer to producer and creating your own blog, podcast or website in English
join a club or project which involves reading (like a book club) or writing reading (like a book club) or writing
(like a Facebook group where members submit their own short stories).

## Next steps in your learning journey

 With your C2 Proficiency qualification, you couldBegin a course of higher education. Cambridge glish Qualifications are officially accepted by thousands of colleges and universities globally Travel, study or work abroad. Cambridge English Qualifications are so well known a round the world, they can give you opportunities other countries.

Consider training to be a teacher or broadening your teaching knowledge with a globally recognised qualification such as CELTA or TKT Teaching Knowledge Test).


## Where your world grows

Find out more at cambridge.org/english
unlock a lifetime of experiences and, together with teachers and our partners, we help people to learn and confidently prove their skills to the world.

Where your world grows
We believe that English can

This document was initially designed for print and as such does not reach accessibility standard WCAG 2.1 in a number of ways including missing text alternatives and missing document structure.

If you need this document in a different format contact BrandAdmin.C@cambridgeenglish.org telling us your name, email address and requirements and we will respond within 15 working days.

