

# **North Carolina Court Interpreter Orientation Training Class and Administration of Written Screening Tests – Raleigh, NC**

**Who should attend:** Interpreters of all languages who are interested in pursuing state certification as a court interpreter and becoming eligible to provide interpreting services to the courts for authorized matters. Space is limited to 34 attendees.

**When:** Orientation Training: ***Wednesday, June 13, 2012***  
8:00 a.m. to 5:00 p.m.

***Thursday, June 14, 2012***  
8:00 a.m. to 5:00 p.m.

Written Screening Tests: ***Friday, June 15, 2012***  
8:00 a.m. to 12:00 p.m.

**Where:** **North Carolina Judicial Center**  
901 Corporate Center Drive, Raleigh, NC 27607

## **Why:**

- Attending this course and passing the written screening tests is a **PREREQUISITE** for candidates to be eligible to provide interpreting services to the courts and for court interpreter certification.
- To educate court interpreters on the required ethics and canons of professional responsibility, the role of a court interpreter, and NCAOC policies regarding the use of foreign language interpreters;
- To introduce methods of improving professional skills and tips for self study;
- To administer written screening tests for language proficiency;
- To screen those foreign language interpreters seeking N.C. Court Interpreter Certification

**Registration Fees:** The cost of the orientation training class is **\$150.00**, made payable to the Administrative Office of the Courts. *Once an attendee is accepted into the class, the fee is nonrefundable.* All registration forms must be postmarked on or before Friday, **June 1, 2012**. *Late registration will not be accepted.* After the deadline, notification of acceptance will be sent to the email address provided on the registration form.

**It is imperative you read the following documents prior to your attendance, if accepted:**

- Overview of the Written English Screening Test

[http://www.nccourts.org/Citizens/CPrograms/Foreign/Documents/overview\\_writtentest.pdf](http://www.nccourts.org/Citizens/CPrograms/Foreign/Documents/overview_writtentest.pdf)

- Overview of the Written Translation Screening Test

[http://www.nccourts.org/Citizens/CPrograms/Foreign/Documents/overview\\_writtentranstest.pdf](http://www.nccourts.org/Citizens/CPrograms/Foreign/Documents/overview_writtentranstest.pdf)

**Hotel Accommodations available nearby:**

**Hyatt Place Raleigh West/RBC Center.** 710 Corporate Center Dr., Raleigh, NC 27607; (919) 233-2205

**Wingate at Wyndham.** 510 Corporate Center Drive, Raleigh, NC 27607; (919) 847-7383

**Ramada.** 1520 Blue Ridge Road, Raleigh, NC 27607; (919) 832-4100

**Hampton Inn & Suites.** 111 Hampton Woods Lane, Raleigh, NC 27607; (919) 233-1798

**La Quinta Inn & Suites.** 2211 Summit Park Lane, Raleigh, NC 27612; (800) 531-5900

**Fairfield Inn & Suites by Marriott.** 2201 Summit Park Lane, Raleigh, NC 27612; (919) 881-9800

**Residence Inn by Marriott.** 2200 Summit Park Lane, Raleigh, NC 27612; (919) 279-3000; (800) 331-3131

**STATE OF NORTH CAROLINA**  
 Administrative Office of the Courts  
 Court Programs and Management Services  
 P. O. Box 2448  
 Raleigh, NC 27602

**NORTH CAROLINA  
 COURT INTERPRETER  
 ORIENTATION TRAINING CLASS  
 AND ADMINISTRATION  
 OF WRITTEN TESTS**

**INSTRUCTIONS:** *Please complete entire form. You may complete the form electronically or by hand as long as the information is legible.*

Mail the original to: ***Sarah Arredondo, Interpreting Services Program,  
 Administrative Office of the Courts, PO Box 2448, Raleigh, NC 27602.***

*Enclose with this registration form a check or money order in the amount of \$150.00 made payable to: **Administrative Office of the Courts.***

Your registration form and check or money order **must be postmarked on or before June 1, 2012.**  
**No late registration forms will be accepted.** *Please retain a copy for your records.*

**PERSONAL INFORMATION**

First Name: Middle Name: Surname(s): Address:	Home Telephone Number	Work Telephone Number
	Cell Phone Number	Other
	E-mail Address	
	Driver's License Number	State
County of Residence:	Social Security or TIN	
Have you submitted an Application to be a Registered Court Interpreter to AOC?      YES      NO	If you are currently serving the North Carolina court system, in which districts do you currently interpret?	
Language(s) in which you interpret:	Are you registering to <b>retake</b> the written screening test(s) only? (\$50 Fee)*      YES If yes, indicate the written test(s) you plan to retake: English Multiple Choice Examination Foreign Language Translation Examination *Rates may differ for LOTS retake - please call for fee	

**CLASS INFORMATION**

June 13, 2012– 8:00 AM to 5:00 PM  
 June 14, 2012– 8:00 AM to 5:00 PM  
 June 15, 2012– 8:00 AM to 12:00 PM

**Location: North Carolina Judicial Center - 901 Corporate Center Drive, Raleigh, NC 27607**

*For directions go to <http://www.nccourts.org/Courts/CRS/AOCAdmin/AOCMove/Directions.asp>*

**SIGNATURE**

Signature of Applicant:	Date:
-------------------------	-------

**NOTE:** Please remember to include a check or money order in the amount of **\$150.00** made payable to the **Administrative Office of the Courts** with your application.