

North Carolina Court Interpreter Orientation Training and Administration of Written Screening Tests

Who should attend?

Interpreters of all languages who wish to interpret in the North Carolina state court system. This course is language neutral. **Please note:** Attending this course and passing the written screening tests is REQUIRED for candidates to pursue court interpreter certification. *Candidates must attend the full 2 ½ days to complete this requirement. Space is limited to 34 attendees.*

What: NC Court Interpreter Orientation and Administration of Written Screening Tests

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

When: September 25 – 27, 2017

- Orientation Training
 - Monday, September 25, 2017: 8:00am – 5:00pm
 - Tuesday, September 26, 2017: 8:00am – 5:00pm
- Written Screening Tests Administration
 - Wednesday, September 27, 2017: 8:00am – 12:30pm

Course Objectives:

- Educate candidates on: (1) the role of the court interpreter; (2) the required ethics and canons of professional responsibility incumbent upon the court interpreter, and (3) NCAOC policies regarding the use of spoken foreign language court interpreters
- Introduce methods of improving professional skills and tips for self-study
- Screen candidates seeking NC Court Interpreter Certification by administering written screening tests to determine language proficiency in both English and candidates' non-English language of expertise

Registration Deadline: Monday, Sept. 11, 2017. All registration forms must be postmarked on or before the date of the deadline. *Late registration will not be accepted. After the registration deadline*, candidates will be notified of their acceptance by email to the email address they provide on their registration form.

Cost: \$170 (certified check or money order made payable to: N.C. Administrative Office of the Courts. *Once a candidate is accepted into the class, the fee is nonrefundable.* Additional travel and lodging are at candidate's expense.

Accommodations: Lodging is at candidate's expense. For links to nearby hotels, click on each name:

[Hyatt Place West/RBC Center](#)

[Hampton Inn & Suites](#)

[Fairfield Inn & Suites by](#)

[Wingate at Wyndham](#)

[La Quinta Inn & Suites](#)

[Marriott](#)

[Ramada](#)

[Residence Inn by Marriott](#)

Required Reading: If accepted, candidates must read the following documents prior to attendance.

- Overview of the Written English Screening Test:
http://www.nccourts.org/LanguageAccess/Documents/overview_writtentest.pdf
- Overview of the Written Non-English Language Proficiency Screening Test:
http://www.nccourts.org/LanguageAccess/Documents/overview_writtentranstest.pdf

STATE OF NORTH CAROLINA
 Administrative Office of the Courts
 Office of Language Access Services
 PO Box 2448
 Raleigh, NC 27602

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

INSTRUCTIONS: Please complete the entire form.

You may type the information into each field or fill it in by hand, as long as the information is legible.

Your registration and check or money order **must be postmarked on or before September 11, 2017.**

No late registration forms will be accepted.

Please retain a copy for your records.

Mail the original form and payment to:

Office of Language Access Services
 Administrative Office of the Courts
 PO Box 2448
 Raleigh, NC 27602

Enclose with this registration form a **certified check or money order** in the amount of **\$170.00** made payable to: NC Administrative Office of the Courts. We do not accept cash, credit or debit transactions at this time.

I. CANDIDATE INFORMATION

First Name:	Middle Name:	Surname(s):	
Address:	Home Tel:		
	Work Tel:		
	Cell:		
Company or Organization:	Email:		
	Driver's Lic. No.	State	
County of Residence:	Soc. Sec. No. or TIN		

Have you previously submitted an Application to Be a Registered Court Interpreter (form AOC-A-207)?

- Yes (If yes, date of application: _____)
 No (If no, form AOC-A-207 is not required at this time.)

Language(s) of expertise (languages that you interpret):

If you currently serve the North Carolina court system, in which districts do you interpret?

II. RETEST ONLY

Are you registering to retake one or both of the written screening tests only?

- Yes
 No (If no, proceed to section III.)

Retest fee is \$50.* (check or money order only)
 Test Date is **Wednesday, September 27, 2017**

If yes, indicate the written test(s) you plan to retake:

- English Multiple Choice Examination
 Foreign Language Translation Examination*

*Languages other than Spanish: Fee may differ – please call to find out the fee for your language.

III. COURSE INFORMATION

Dates:
Monday, September 25, 2017 – 8:00AM to 5:00PM
Tuesday, September 26, 2017 – 8:00AM to 5:00PM
Wednesday, September 27, 2017 – 8:00AM to 12:00PM

Location:
 North Carolina Judicial Center (NCJC)
 901 Corporate Center Dr., Raleigh, NC 27607
 For directions to NCJC, [click here](#).

IV. CANDIDATE SIGNATURE

Signature of Candidate:	Date:
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