



## Louisiana Court Interpreter Training Program Training/Testing Calendar- 2018

City	Training Dates	Testing Date	Registration Deadline
<b>New Orleans</b> The University of New Orleans 2000 Lakeshore Drive TRAC, Bldg. #27, Room 103 New Orleans, LA 70148	<b>September 12-13, 2018</b>	<b>September 14, 2018</b>	<b>August 29, 2018<sup>1</sup></b> <b>(or until class is full)</b>

The Louisiana Supreme Court is pleased to announce that registration is now open for the Louisiana Court Interpreter training classes and testing. These classes are specifically for bilingual individuals who are interested in becoming registered court interpreters. In these highly focused, two-day training classes, participants will be schooled in:

- Structure of Louisiana’s judicial system & legal terminology;
- Louisiana’s *Code of Professional Responsibility for Language Interpreters*;
- Role of the interpreter in the various legal and court proceedings; and
- Modes of interpretation including consecutive, simultaneous, and sight.

The training will be conducted by a certified court interpreter who has many years of interpreting, training, and testing experience. The training will be conducted primarily in the English language, with many language specific examples and terms explained and used. The classes are highly interactive, which means the participants will practice various interpreting modes and techniques, discuss shared challenges, and take part in insightful exercises designed to build court interpreting skills.

Participants are expected to already possess a bilingual level of fluency in both English and the language or languages in which they desire to become registered. Participants should study a glossary of legal terms in both English and the language in which they desire to be registered. Legal glossaries in many languages are available upon registration and request.

On the third morning of the conference, participants who desire to be listed as a “registered” interpreter by the Louisiana Supreme Court, must take and pass two written examinations:

- Part 1 - Translation exam from English into the target language; and
- Part 2 - General English Language Proficiency, Court Related Terms, Ethics & Professionalism.

Interpreters for the hearing impaired are welcome to attend the training sessions but should note that the classes focus primarily on the spoken languages.

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<sup>1</sup> Due to the logistics involved in preparing for the training and testing sessions, registrations will **not** be accepted after the registration deadline has passed.

## **REQUIREMENTS TO BECOME A LOUISIANA “REGISTERED” COURT INTERPRETER**

An interpreter will be listed on the Louisiana Supreme Court’s list of “registered” court interpreters in the language for which the interpreter tested if the interpreter:

- Completes the two day training class;
- Passes a standard written English examination;
- Passes a written translation examination;
- Agrees to be bound by Part G, Section 14 of the General Administrative Rules for all Louisiana Courts – The *Code of Professional Responsibility for Language Interpreters*; and
- Passes a criminal background check, which will be performed *after* the interpreter passes the written examinations.

## **REQUIREMENTS TO BECOME A “CERTIFIED” COURT INTERPRETER**

Once an interpreter has met all of the qualification to become a “registered” court interpreter in Louisiana, the interpreter is then eligible to take an oral examination (provided by the National Center for State Courts) to become a “certified” court interpreter. While registration indicates a basic level of proficiency, certification as a court interpreter indicates the highest skill level and tests the interpreter in all three modes of court interpreting. Certification is a generally recognized standard in most state court systems.

## **TRAINING CONFERENCE REGISTRATION AND COSTS**

Training class only (including lunch for two days)	\$150.00
Re-testing only	\$ 50.00
Training class and testing (including lunch during training days)	\$200.00

Participants must pre-register for the classes and testing by submitting the attached registration form with payment. Once a participant’s registration has been received, the participant will receive an e-mail confirmation with additional details.

For additional information, please contact Louisiana Supreme Court / Judicial Administrator’s Office staff, Debbie Daigle, Technical Program Assistant (225) 382-3181 / [ddaigle@lasc.org](mailto:ddaigle@lasc.org).



## Registration Form Louisiana Court Interpreter Training Program

Please Print or Type:

Mr./Ms./Mrs./Dr.: \_\_\_\_\_  
Last Name First Name Middle Initial

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Parish/County: \_\_\_\_\_ Home Phone:(\_\_\_\_)\_\_\_\_\_

Business Phone: (\_\_\_\_)\_\_\_\_\_ Fax:(\_\_\_\_)\_\_\_\_\_ Cell:(\_\_\_\_)\_\_\_\_\_

Social Security Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Languages in which I possess a native-like fluency and in which I seek to be registered: \_\_\_\_\_

### Training Course/Testing Registration Sponsored by the Supreme Court of Louisiana

- \_\_\_\_\_ New Orleans, LA (Dates: September 12-14, 2018)
- \_\_\_\_\_ \$150.00 to attend the training only
- \_\_\_\_\_ \$ 50.00 to re-test only
- \_\_\_\_\_ \$200.00 to attend the training and take the tests

Please submit check or money order made payable in U.S. funds to **LA Supreme Court.**  
**Cash is not accepted.**

Please complete this form and return it with payment to:

**Louisiana Supreme Court  
Court Interpreter Training Program  
1600 N. 3rd Street, 4th Floor  
Baton Rouge, LA 70802**

Registration with payment is due at least two weeks prior to the conference start date.  
Fees are non-refundable and non-transferable for cancellations made on or after September 5, 2018.

If you are a person with a disability who requires an accommodation to participate, please contact LA Court Interpreter Training Program staff prior to the registration deadline at:

**Phone: 225-382-3181**

**Fax: 225-382-3187**

**Email: [ddaigle@lasc.org](mailto:ddaigle@lasc.org)**