



# Tennessee Supreme Court Court Interpreter Credentialing Program Steps

Effective: 12/24

## Step 1: Ethics and Skill Building Workshop

The first step is to complete the Ethics & Skills Building workshop. Upcoming workshops can be found at this link: <http://www.tncourts.gov/programs/court-interpreters/become-interpreter/workshops>  
You will have 3 years from the completion of the workshop to become a registered interpreter. If you do not become registered after 3 years you will have to restart the program.

## Step 2 & 3: Written Exam and Oral Proficiency Interview (OPI) in English & the target language.

The next step is to complete the written exam and OPI. These can be taken in any order but all must be completed with a passing score before moving on to Step 4.

**Written exam** -The written exam is offered 4 times a year and requires a score of at least 80%. There is no cost for the written examination.

<http://www.tncourts.gov/programs/court-interpreters/become-interpreter/written-examinations>

**OPI**- You must pass each OPI with a score of "10". The OPI will be given remotely.  
<http://www.tncourts.gov/programs/court-interpreters/become-interpreter/oral-proficiency-interview-opi> Cost for the OPI vary on the company you choose to test with.

If you do not score at least an 80% on the written exam, then you must wait 6 months before re-taking the exam.

If you do not pass an OPI with a score of "10" you are eligible to retest the next month on the assigned days.

## Step 4: Criminal Background Check

Now that you have completed the workshop, passed the written exam & OPI's you will need to pass a criminal background check. The AOC will send you an e-mail on how to schedule the criminal background check. We will also send you an interpreter oath and citizenship form to sign and return to our office.

## REGISTERED COURT INTERPRETER

**Congratulations!** You have completed all the steps mentioned above and have been added to the AOC's interpreter roster as a registered interpreter. You are now eligible to take the National Center for State Courts' oral exam. You will now have 3 years from this date to pass all 3 parts of the oral exam and become a certified interpreter. Please note that oral exams are not available in all languages.

As a registered interpreter, you must earn 18 continuing education units for your interpreter renewal in 3 years. Of the required 18 hours, 12 must consist of foreign language/interpreting skills. The AOC will periodically e-mail you about upcoming continuing education opportunities.

## Step 5: Oral Examination

The final step of the credentialing program is to pass all 3 sections of the oral exam. You will have 3 years from the day you were designated a registered interpreter to become certified. Please remember that you are required to take the oral exam at least once a year from the date you became registered.

To pass the oral exam you must score 70% or higher on the sight, consecutive, and simultaneous sections. The sight section contains two parts and requires at least a 65% on each part. You are not required to pass all sections of the oral exam during the same test setting in Tennessee.

Tennessee does not require you to pass all 3 parts of the oral exam during the same testing session, *but all 3 parts must be passed within a two-year time frame.*

At the end of the three-year period if you've passed two sections of the oral exam and have scored 60% or higher on the remaining section you may retain your "registered" status for a second 3-year period.

## CERTIFIED COURT INTERPRETER

**Congratulations!** You have completed all the required steps and are now a certified interpreter!

You will continue to earn continuing education units for each 3-year renewal period.