



Tennessee Supreme Court Court Interpreter Credentialing Program Steps

Effective: 11/20

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: 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 3.

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 "12" or "Superior." You may take the OPI at one of our proctored locations in Jackson, Memphis, Knoxville, Chattanooga, or Nashville.

<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 "12" or "Superior" you are eligible to retest the next month on the assigned days.

Step 3: 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 4: 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 pass the exam. 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.

If you have not passed all sections of the oral exam but have received a score of 70% on at least one section and have earned 60% or higher on the remaining sections you may retain your "registered" status for a second 3-year renewal period.

If you have not earned the scores mentioned above and would like to continue, you can restart the credentialing program with written permission from the AOC.

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.