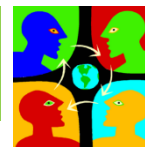


WISCONSIN COURT INTERPRETER PROGRAM
Application for Reciprocity and Roster Status: Sign Language



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Instructions: Spoken language interpreters applying for reciprocity and appearance on the Wisconsin Roster of Court Interpreters at the Certified Level must use this form. Upon completing Parts, I, II & III of this form, pay the **non-refundable \$150** application fee on this link:

<https://www.wicourts.gov/services/payment/paymentcip.htm>

Then, submit this signed application and e-mail supporting materials to Interpreter.info@wicourts.gov.

PART I. APPLICANT INFORMATION

I hold certification from the following entity:		<input type="checkbox"/> RID (<i>specify</i>):		<input type="checkbox"/> BEI (<i>specify</i>):		<input type="checkbox"/> Other (<i>specify</i>):	
Last Name:		First Name:		Title:			
Street:		Apartment/Unit:					
City:		Stat:		Zip:			
DOB:		E-mail Address:		Agency (<i>if applicable</i>):			
Work Phone:		Cell Phone:		Home/Other Phone:			
Indicate which judicial district(s) you are willing to work below; for a map click here: MAP							
<input type="checkbox"/> All districts OR indicate specific districts: <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th <input type="checkbox"/> 7 th <input type="checkbox"/> 8 th <input type="checkbox"/> 9 th <input type="checkbox"/> 10 th							
Do you hold a sign language interpreter license with the Wisconsin Department of Safety and Professional Services?				<input type="checkbox"/> No <input type="checkbox"/> Yes, provide license number & type:			
Do you hold any other license or credential from another state or jurisdiction?				<input type="checkbox"/> No <input type="checkbox"/> Yes (<i>specify</i>)			
Have you ever been disciplined for an ethical violation by any entity or state which conferred or recognized your certification?				<input type="checkbox"/> No <input type="checkbox"/> Yes. If yes, provide details of the discipline below and attach additional pages if necessary.			
Details of disciplinary action such as dates, disposition, people involved, etc.							

PART II. CHECKLIST OF REQUIREMENTS & SUPPORTING DOCUMENTS TO SUBMIT WITH APPLICATION

- ☐ Oath of Office form signed in front of a notary public.
- ☐ Proof of certified status from RID (SC:L); BEI (CIC); BEI (Master); Conditional Legal Interpreting Permit Relay (CLIP-R); Certified Deaf Interpreter
- ☐ Hold a valid license from the Wisconsin Department of Safety and Professional Services (DSPS)
- ☐ Proof of compliance or maintenance with Continuing Education (CE) requirements from RID, BEI and/or other entity.
- ☐ Letter from the language access program from the state where you reside stating you are currently in good standing with all program requirements. This letter can be in the form of an email.
- ☐ Proof of attendance to the following sessions of the Wisconsin orientation for court interpreters:
 - Overview of the Wisconsin Court System
 - Civil and Criminal Terminology
 - The Code of Ethics for Court Interpreters

ADDITIONAL REQUIREMENTS FOR PROVISIONAL INTERPRETERS WITHOUT THE RID (SC:L); BEI (CIC); BEI (Master); Conditional Legal Interpreting Permit Relay (CLIP-R); Certified Deaf Interpreter (CDI)*

- ☐ Record of Court Interpreter Practice under the supervision of a court certified ASL interpreter (10 hours at the time of application). Must complete 100 hours in a 5-year period.
- ☐ Record of Court Interpreter Training (40 hours at the time of application). Must complete 120 hours in a 5-year period.

*CDIs must complete a minimum of 40 hours of court interpreting training and 10 initial hours of court interpreting practice under the supervision of a court certified interpreter to appear under the Provisional status.

PART III. ACKNOWLEDGEMENT AND SIGNATURE

I understand the inclusion of my name on the Roster of Interpreters for Wisconsin means:

1. I am subject to the disciplinary policy established by the Wisconsin Director of State Courts Office for any conduct alleged to have been in violation of SCR 63: Code of Ethics for Court Interpreters.
2. I must provide proof of compliance with CE requirements from RID (8 CEUs) at the end of my 4-year reporting cycle to the Wisconsin CIP; OR I must provide proof of compliance with CE requirements from BEI (10 CEUs) at the end of my 5-year reporting cycle to the Wisconsin CIP.
3. If I qualify under Provisional status, I am required to comply with additional continuing education credits that need to be reported directly to the Court Interpreter Program (1.6 CEUs in legal training every two years, due on Oct. 1).
4. I am required to maintain current contact information with the Wisconsin CIP.

I affirm that the information provided on this form is true and accurate to the best of my knowledge and memory.

Signature:

Date: