

ADMINISTRATIVE OFFICE OF THE COURTS
SUPREME COURT OF ARKANSAS
COURT INTERPRETER SERVICES



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MEMORANDUM

TO: CANDIDATES FOR CERTIFICATION
FROM: MARA SIMMONS
RE: ORAL PROFICIENCY EXAMINATION FOR CERTIFICATION
DATE: OCTOBER 1, 2014

This Memorandum is to advise you that Arkansas will conduct the oral proficiency exam for certification as part of our certification program for court interpreters on **February 7, 2015 and again on October 3, 2015**, in Little Rock, Arkansas. Testing is available for the following languages: *Spanish, Cantonese, Chinese Mandarin, French, Hmong, Korean, Laotian, Marshallese, Polish, Russian, and Vietnamese.*

Enclosed are the *Registration Form* and *Overview of the Oral Performance Examination for Prospective Court Interpreters*. Before returning the Registration Form, please carefully review the information provided in this Memorandum and in the Exam Overview.

REGISTRATION FEE

The test registration fee is \$250.00. The registration form will NOT be processed if the registration fee does not accompany it. Checks should be made payable to **AOC Court Interpreter Fund**. The registration fee is **non-refundable**.

TEST DATE(S) AND LOCATION

The test date(s) will be Saturday, **February 7, 2015 and again on October 3, 2015**, at the Administrative Office of the Courts, 625 Marshall Street/Justice Building, 2nd Floor in Little Rock, Arkansas. The exact time for your testing appointment will not be assigned until **after** the registration deadline has passed. If you have a preference for a specific time of day, please indicate that on your registration form. We make no guarantees that we will be able to accommodate your request, and we assume that you will be available to take the examination at any time during the testing day you select.

	ORAL EXAM DATE	LOCATION	REGISTRATION DEADLINE
_____	February 7, 2015	Little Rock	December 22, 2014
_____	October 3, 2015	Little Rock	August 24, 2015

WHAT HAPPENS AFTER YOU REGISTER

After the registration period is closed, we will send you a confirmation letter with your test appointment time, directions to the testing location, and information regarding the test procedure.

IDENTIFICATION

When you appear for the test, you will be asked to produce official, photo identification with the **same name** that appears on your registration form. Acceptable forms of identification include a VALID driver's license, an official state identification card for unlicensed drivers, or a current passport.

Thank you for your interest in becoming a certified interpreter for Arkansas courts!

<https://courts.arkansas.gov/administration/interpreters/events>