



## BECOMING A COURT INTERPRETER IN THE NORTH CAROLINA STATE COURTS

Thank you for your interest in becoming a professional court interpreter. The steps for becoming a certified North Carolina Court Interpreter are set forth below:

**1) Attend the NC Court Interpreter Orientation Training Session and pass the Written Screening Tests.** The registration application and information is posted on the <https://www.nccourts.gov/programs/office-of-language-access-services> website when an orientation session has been scheduled. There are typically four sessions scheduled during the year. This is a two and one-half day\* commitment. The registration fee for the course and the rating of the written screening tests is \$160. The training is language neutral, so interpreters for all languages must attend.

**2) Submit a completed AOC-A-207 Application to be a Registered Court Interpreter found on-line at <https://www.nccourts.gov/documents/forms/application-to-be-a-registered-court-interpreter>. A criminal background check will be run.**

**3) NCCICE Candidates for All Languages:** You must attend a Skill Building Workshop approved by NCAOC in order to be eligible to sit for the oral NC Court Interpreter Certification Examination (NCCICE). There are weekend workshops and intensive online trainings available. See <https://www.nccourts.gov/programs/office-of-language-access-services/resources-for-interpreters#skill-building-workshop-and-continuing-education-providers-1285> for up to date training opportunities.

**LOTS (Languages Other Than Spanish) Candidates:** Your registration application will be reviewed and approved by the Manager of the Office of Language Access Services (OLAS). If a NCCICE is available for your language of expertise, then following the steps for certification is required. If a NCCICE is not available for your language of expertise, then an approved OPI (oral proficiency interview) may be administered to permit the candidate to demonstrate language proficiency in the language of expertise. LOTS interpreters are assigned on a case by case basis with preference given first to the most qualified.

**4) N.C. Court Interpreter Certification Examination (NCCICE):** Test administration for all available languages is scheduled annually in October, with the occasional spring administration. Candidates must submit the applicable registration form, a registration fee, and pass a criminal background check. Each of the three sections of the NCCICE must be passed with a score of 70% or higher. Final approval of the candidate lies with NCAOC. *For more specific information, see N.C. Court Interpreter Certification Information here:* <https://www.nccourts.gov/programs/office-of-language-access-services/resources-for-interpreters>

**5) Contracting with NCAOC – Spanish Candidates:** Upon receiving acceptable test scores, your registration application will be approved by the Manager of OLAS and sent to the NCAOC General Services Division requesting a contract be extended to you as a Level A1 – Master Certified, Level A2 – Certified, or Level B – Conditionally Qualified Court Interpreter for the Spanish language. Upon receiving your signed and initialed contract from you, your name and contact information will be placed on the NCAOC Registry of Spoken Foreign Language Court Interpreters available online for all Language Access Coordinators (LACs), attorneys, and agencies to access when the services of a Spanish court interpreter are needed.

Please feel free to contact the NCAOC Office of Language Access Services with any additional questions.

Email: [OLAS@nccourts.org](mailto:OLAS@nccourts.org)

Phone: 919-890-1407

Website: [www.NCcourts.gov/LanguageAccess](http://www.NCcourts.gov/LanguageAccess)

