



## Written Exam for Court Interpreters

### STATEWIDE ROSTER REQUIREMENTS

Interpreters who complete the requirements listed below are eligible to work for the state courts and may be listed on the *Statewide Roster of Court Interpreters* available to court administrators throughout Minnesota and published on the Internet. To be eligible to work in the state court system, all interpreters must:

1. Achieve a passing score on the Written English Proficiency Exam provided by the National Center for State Courts (NCSC),
2. Successfully complete the New Interpreter Orientation class as defined by the Program Coordinator,
3. Achieve a passing score on the Ethics and Legal Terminology portion of the NCSC Written Exam, and
4. File a written affidavit with the State Court Administrator's Office agreeing to comply with the Code of Professional Responsibility for Interpreters in the Minnesota State Court System.

If you have any questions regarding requirements to interpret in the state court system, feel free to contact the Minnesota Court Interpreter Program at (651) 297-5300.

### THE NATIONAL CENTER FOR STATE COURTS: WRITTEN EXAM

The National Center for State Courts written test is divided into two parts: English Proficiency (Part 1) and Ethics & Legal Terminology (Part 2). The English Proficiency part of the test is offered **free of charge** to interpreters interested in being on the Minnesota Statewide Roster of Court Interpreters.

The test is 75 multiple choice questions and you will be allowed 75 minutes to complete the test. If you pass the test with 80% correct, you will be eligible to register for the New Interpreter Orientation class. The Ethics and Legal Terminology part of the test is given after the New Interpreter Orientation class. For information on the test and how to prepare visit the National Center for State Courts website for the [Court Interpreter Written Examination: Overview](#).

**\*NOTE:** If you were on the Minnesota Court Interpreter Roster prior to 2015, the exam dates are the same, but you may need to test in both sections of the exam. Please contact the Minnesota Court Interpreter Program directly to determine your individual testing requirements.

#### **St. Paul 2018 Exam Dates:**

Tuesday, August 14, 2018

The exam will be offered at the Minnesota Judicial Center in St. Paul four times this calendar year. Candidates can take the English Proficiency (Part 1) up to three times per calendar year.

There are two test sessions on each date. Examinees can take the test either in the morning or in the afternoon. Morning sessions begin at 10:00 AM and afternoon sessions start at 4:00 PM. No one may take the test twice on the same day.



**MINNESOTA  
JUDICIAL BRANCH**  
COURT SERVICES DIVISION

**Written Exam for Court Interpreters**

**REGISTRATION FORM**

Registration forms are processed on a first-come, first-served basis, so it is in the interest of the candidate to register as soon as possible. However, if there is space available, registrations can be submitted one day in advance of the exam date. Late registrations are not always possible and may be turned away once the session is full.

For each new exam session, please submit a new registration form. If you need to update, change, or cancel an exam time, contact the Minnesota Court Interpreter Program immediately at (651) 297-5300.

**Preferred Testing Date (Select *one*):**

Tuesday, August 14, 2018     10:00a     4:00p

**Name (as shown on legal documentation):**

First Name	Middle Name
Last Name	

Preferred Name

Street Address

City	County	State	Zip Code
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Email Address

Mobile Phone	Home Phone
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Language(s) you interpret other than English

**PLEASE PRINT**

**Return completed form via:**

1. Email to [Julie.Grengs@courts.state.mn.us](mailto:Julie.Grengs@courts.state.mn.us), or
2. FAX to 651-296-6609, or
3. US mail to:  
 Court Interpreter Program, Room 105  
 Minnesota Judicial Center  
 25 Rev. Dr. Martin Luther King, Jr. Blvd.  
 St. Paul, MN 55155