

# A Guide for Iowa Court Interpreters

## Overview

---

Language interpreters play a critical role in the legal process by facilitating accurate communication between the court and persons who lack – or have limited – English proficiency. Under Iowa law, anyone who cannot speak or understand the English language and who is a litigant (party to a legal proceeding) or a witness in a case is entitled to the services of an interpreter at the court proceeding. Anyone who is deaf or hard-of-hearing and who is a party to, witness at, or a participant in a case is entitled to an interpreter without expense, unless the deaf or hard-of-hearing person waives the right to an interpreter.

This Guide explains Chapter 47 of the *Iowa Court Rules*, which regulate qualifications and appointment of court interpreters. The guide also explains the steps interpreters must follow to be compensated for their services. Iowa's eight judicial districts vary somewhat in the way they handle interpreter appointments. If you want more information on how to be appointed as a court interpreter in your county or judicial district, contact a district court administrator's office near you. (See page 11 of this Guide for a list of the eight district court administration offices.) If you have other questions after reading this Guide, you may contact the:

Office of Professional Regulation  
1111 East Court Avenue  
Des Moines, IA 50319  
[court.interpreter@iowacourts.gov](mailto:court.interpreter@iowacourts.gov)  
515.725.8029

## Minimum Qualifications for Court Interpreters in Iowa

---

Under Iowa Court Rule 47.1, all court interpreters, even those who are not on the Roster of Court Interpreters, must meet the following basic qualifications:

- 1) Be at least 18 years old
- 2) Have a high school diploma or its equivalent
- 3) Complete an official Application to be an Oral (or Sign) Language Court Interpreter, on which you must provide information on your education and employment experience that supports your claim that you would be a competent court interpreter.
- 4) Sign an oath that you have read, understand, and will abide by the Code of Professional Conduct for Judicial Branch Interpreters (Chapter 48 of the Iowa Court Rules). The oath is at the end of the Application form.
- 5) Complete and sign a "Release/Waiver" form to permit a criminal background check, which will be conducted by the Office of Professional Regulation in Des Moines, IA.

NOTE: Forms for the Application, Release/Waiver, and Registration are available at:  
[www.iowacourts.gov/District\\_Courts/Court\\_Interpreters/Forms](http://www.iowacourts.gov/District_Courts/Court_Interpreters/Forms)

## **Iowa's Roster of Court Interpreters**

---

Under Chapter 47 of the Iowa Court Rules, an interpreter who is on the statewide Roster of Court Interpreters – and who is reasonably available – will be appointed before a non-roster interpreter.

### **Requirements for being on the Roster**

In addition to meeting the basic qualifications for court interpreters listed above, an interpreter must complete the following requirements to be listed on the Roster:

- *Attend a two-day court interpreter orientation program*

Interpreters must attend a two-day orientation program before they can take the written tests for court interpreters (see below). Those who previously attended an orientation program have met this requirement.

The Iowa judicial branch, in cooperation with the Iowa Interpreters and Translators Association (IITA) will conduct two-day orientation programs in the spring and the fall each year. The registration fee is \$155. A discounted fee of \$100 is available for any interpreter who resides in a county where there is no interpreter on the Roster of Court Interpreters who speaks the interpreter's non-English language or sign-language. For more information on the orientation programs go to:

[www.iowacourts.gov/District\\_Courts/Court\\_Interpreters/Training\\_Programs](http://www.iowacourts.gov/District_Courts/Court_Interpreters/Training_Programs)

Information about the court interpreter orientation program is also available on the website for the Iowa Interpreters and Translators Association at [www.iitanet.org](http://www.iitanet.org).

- *Pass two written exams for court interpreters*
  - (1) Written exam 1 is the standard written exam for court interpreters developed by the National Consortium for State Court Interpreter Certification (Consortium). With a total of 135 multiple-choice questions (in English), it tests an interpreter's knowledge of:
    - A. General English vocabulary (50 questions) and slang (25 questions);
    - B. Legal terms (36 questions), court-related issues (14 questions), and ethics (10 questions).

To pass this exam, interpreters must correctly answer 80% of the 135 questions and at least 75% of the questions on each of the two sections (A and B).

- (2) Written exam 2 is a multiple-choice exam (25 questions in English) on Iowa's Code of Professional Conduct for Court Interpreters (Chapter 15 of the Iowa Court Rules). To pass this exam, interpreters must correctly answer 75% of the questions.

- *Additional requirements for sign language interpreters*

To be listed on the Roster of Court Interpreters, a sign language interpreter must first be listed on the directory provided by the Iowa Department of Human Rights and hold a valid comprehensive skills certificate (CSC), a master comprehensive skills certificate (MCSC), or both a certificate of interpretation (CI) and a certificate of transliteration (CT) from the National Testing System of the Registry of Interpreters for the Deaf. For more information on the requirements for sign language interpreters in Iowa, see the Iowa Department of Human Rights website at:

<http://www.state.ia.us/government/dhr/ds/index.html>

## Schedule for the written exams

The written exams are conducted on at least two dates each year. The schedule is available by March 1 each year at:

[www.iowacourts.gov/District\\_Courts/Court\\_Interpreters/Tests](http://www.iowacourts.gov/District_Courts/Court_Interpreters/Tests)

## Waiver of Roster requirements

Certified court interpreters do not have to take the new written exams to be listed – or to remain – on the Roster of Court Interpreters. The Office of Professional Regulation also may waive written exam #1 (above) for interpreters who have passed the same exam in another state that is a member of the Consortium. However, interpreters who want to be listed on Iowa's Roster of Court Interpreters must attend a court interpreter orientation program in Iowa, even if they have attended a similar orientation program in another state.

## Registration forms for the court interpreter exams

Registration forms are available at: [www.iowacourts.gov/District\\_Courts/Court\\_Interpreters/Forms](http://www.iowacourts.gov/District_Courts/Court_Interpreters/Forms)

## Court Interpreter Certification in Iowa

---

Under Chapter 47 of the Iowa Court Rules, the courts will appoint a certified court interpreter, if one is reasonably available, before they will appoint a noncertified interpreter. Certified court interpreters also receive a higher hourly fee than noncertified interpreters. To become a certified court interpreter in Iowa, an interpreter must meet the requirements to be on the Roster of Court Interpreters (see above) – AND – complete the following additional steps:

### Certification for sign language interpreters

To be classified as a certified court interpreter for sign language, interpreters must pass a specialized exam in court interpreting and obtain a Specialist Certificate: Legal (SC:L) from the National Testing System of the Registry of Interpreters for the Deaf (NTSRID). For more information on the requirements for sign language interpreters in Iowa, see the Iowa Department of Human Rights website at:

<http://www.state.ia.us/government/dhr/ds/index.html>

### Certification of oral language interpreters

#### 1) Certification exams accepted in Iowa

To achieve certification in Iowa, an oral language court interpreter must pass the certification exams offered by one of the following organizations:

- ✓ The Federal Court Interpreter Certification Program
  - See [http://www.ncsconline.org/D\\_Research/fcice\\_exam/index.htm](http://www.ncsconline.org/D_Research/fcice_exam/index.htm)
- ✓ The National Association of Judiciary Interpreters and Translators
  - See [www.najit.org](http://www.najit.org)
- ✓ The National Consortium for State Court Interpreter Certification (Consortium)
  - [http://www.ncsconline.org/D\\_Research/CourtInterp/CICourtConsort.html](http://www.ncsconline.org/D_Research/CourtInterp/CICourtConsort.html)

#### 2) The Consortium's oral interpretation (certification) exams

Iowa and 35 other state court systems (including MN, MO, NE, and WI) are members of the Consortium. The Consortium offers certification exams in the following 14 non-English languages:

Arabic

Korean

Serbo-Croatian

|                |            |            |
|----------------|------------|------------|
| Cantonese      | Laotian    | Somali     |
| French         | Mandarin   | Spanish    |
| Haitian Creole | Portuguese | Vietnamese |
| Hmong          | Russian    |            |

Through the use of recorded court testimony, other recorded in-court statements, and legal documents, the certification exam assesses an interpreter’s ability to completely and accurately perform three types of oral interpreting:

- Oral interpretation of written documents
- Consecutive interpreting
- Simultaneous interpreting

Consortium states offer the same certification exams, but the states differ in the criteria they use for determining who passes the exams. Overall, the pass rate for the Consortium’s certification exams is about 10 to 20 percent, so interpreters must be well-prepared to take these exams.

### **Requirements for taking the Consortium’s oral (certification) exams in Iowa**

To qualify to take the Consortium’s certification exams in Iowa interpreters must:

- 1) Fulfill the requirements to be on the Roster of Court Interpreters (above) – AND –
- 2) Pass a written translation exam

Passing the written translation exam is not a requirement for being on the Roster, but it is required before an interpreter can take the certification exam. The written translation exam is administered on the same dates as the two multiple-choice exams discussed earlier. The written translation exam involves 10 sets of two or three sentences written in English. Examinees must translate these sentences into the written form of their second language. The exam is graded “Pass / Not Pass” by certified court interpreters approved by the Consortium. (Note: Sign language interpreters are not required to take this exam.)

### **Requirements for passing the Consortium’s certification (oral) exam in Iowa**

To become certified in Iowa, interpreters must score at least 70 percent correct on each of the three parts of the certification exam in a *single test session*. This is a high standard among the Consortium states. Many Consortium states allow interpreters to pass all three parts over multiple test sessions, by retaking just the parts of the exam that they failed in previous test sessions. For more information on the certification exams, go to:

[www.iowacourts.gov/District\\_Courts/Court\\_Interpreters/Tests](http://www.iowacourts.gov/District_Courts/Court_Interpreters/Tests)

### **Recognition of certifications awarded by other Consortium states**

Interpreters can take the Consortium’s certification exams in any state that is a member of the Consortium. To obtain certification in Iowa, however, an interpreter must – in a single test session – achieve scores of at least 70 percent correct on each of the three parts of the oral interpretation exam (simultaneous interpretation, consecutive interpretation, and oral interpretation of written documents).

### **Schedule for oral language certification exams in Iowa**

The Office of Professional Regulation will offer the Consortium’s certification exams each year in May and September. The annual schedule for the certification exams will be available on the judicial branch website by March 1 each year. For more information go to:

[www.iowacourts.gov/District\\_Courts/Court\\_Interpreters/Tests](http://www.iowacourts.gov/District_Courts/Court_Interpreters/Tests)

## Preparing for the oral language certification exams

The court interpreter certification exams identified above are very difficult. The pass rates range from 10 to about 20 percent. We strongly recommend that candidates prepare diligently before taking the oral exams for court interpreter certification. One of the best ways to prepare is to use the Practice Certification Exam Kit (currently for Spanish interpreters only). The kit costs \$39.95, plus shipping. Information on ordering the practice exam kit can be found on the website for the National Center for State Courts at

[www.ncsconline.org/D\\_Research/CIPEK.html](http://www.ncsconline.org/D_Research/CIPEK.html)

## Policies on Re-taking the Exams for Court Interpreters

---

### Written exams

As indicated above, there are three written exams for court interpreters: (1) the standard Consortium exam, with 135 multiple-choice questions; (2) a multiple-choice exam on the Code of Professional Conduct for Court Interpreters, with 25 questions; and (3) the written translation exam, which is required to qualify to take the certification exam. All three written exams are administered on every date that the written exams are scheduled.

Interpreters who pass only one or two of the three written exams must re-take just the exam(s) they did not pass in the first test session. According to the Consortium's guidelines, an interpreter can take the same version of a written exam only one time in a 12-month period and should never be allowed to take the same version more than twice. Interpreters who do not pass both multiple-choice exams (1 and 2 above) within 24 months from the first test session must re-take both exams.

Currently, there are three versions of exam 3 (the written translation exam). We will alternate the three versions of this exam each time we conduct the written exams. There is no required waiting period for taking different versions of this exam.

There is only one version of the Consortium's multiple-choice test (135 multi-choice questions) -- and one version of Iowa's multi-choice exam on court interpreter ethics. The Consortium plans to release a second version of its standard test (135 multiple-choice questions) soon. We will offer the new version of this exam on the first scheduled exam date after the Consortium releases the new version.

### Oral interpretation ("certification") exams

The Consortium enforces the same rules regarding the certification exams: interpreters may not take the same version of the exam more than once in a 12-month period; and they may never take the same version more than twice. There are four versions of the Spanish certification exam, and two versions for a few other languages. But for some languages, there is only one version of the certification exam. We will regularly rotate the versions of the exams for which there are multiple versions.

## Preferences in the Appointment of Court Interpreters

---

According to Chapter 47 of the Iowa Court Rules, when a court needs a language interpreter, the court will appoint the highest-ranking interpreter who is reasonably available; and within each classification the courts will give preference to interpreters who are on the statewide Roster. Court interpreters are ranked in the following order of preference:

- Class A** – Certified oral & sign language court interpreters: meet Iowa's standards for certification (see certification requirements in section D.1-2 above)
- Class B\*** – Noncertified oral & sign language court interpreters: exceed basic Roster requirements (see notes below)"
- Class C** – Noncertified oral language court interpreters on the **Roster**: have met basic Roster requirements
- Class C** – Noncertified oral language court interpreters **not on the Roster**:

\*Class B noncertified **sign** language interpreters include those who have a comprehensive skills certificate (CSC), a master comprehensive skills certificate (MCSC), or both a certificate of interpretation (CI) and a certificate of transliteration (CT) from the National Testing System of the Registry of Interpreters for the Deaf. These are the minimum requirements for sign language interpreters to interpret in court. According to Court Rule 47.3, there are no “Class C” sign language interpreters.

Class B noncertified **oral** language interpreters those who have met Roster requirements and at least one of the following requirements:

- 1) Took a court interpreter certification exam and failed to achieve scores in a single test session that meet Iowa’s standards for certification, but obtained scores that were at least 65 percent on each part of the exam
- 2) Became certified in a Consortium state that has less stringent standards than Iowa’s for passing the certification exam – but the interpreters’ scores did not meet Iowa’s standards for passing.
- 3) Completed a college-level court interpreter training program approved by the state court administrator (e.g., the court interpreter training program at the Des Moines Area Community College) and obtained a 3.0 GPA or higher.

## **Appointment of Court Interpreter**

---

When a court needs a language interpreter, it must issue an order appointing the interpreter. The party needing the services of an interpreter (or the party’s attorney) should inform the court that an interpreter is needed – and for which language. If the court agrees that a party or witness needs an interpreter, it will issue an order approving the application for appointment. The court will appoint an interpreter according to the Iowa Court Rules.

When a hearing or trial is expected to last multiple days, a second interpreter should be employed to provide sufficient breaks for the interpreters without regularly disrupting the trial or hearing. If the State Public Defender’s Office is responsible for paying the interpreters, that office must approve the appointment of a second interpreter prior to the hearing or trial. If the court is responsible for paying the interpreters, the court must approve the appointment of a second interpreter prior to the hearing or trial.

## **Interpreters Must Take an Oath**

---

All language interpreters must take an oath confirming that their interpretation of court proceedings will be a complete and accurate account of what is said at the hearing. All court interpreters must complete and official Application to be a Court Interpreter. It includes a written oath at the end of the form, which interpreters must sign. Some judges, however, also require interpreters to take the oath in open court.

## **Compensation of Court Interpreters**

---

### **Determination of fees for court interpreters**

In July 2007, the Iowa State Court Administrator issued an Administrative Directive on the Compensation of Court Interpreters, which can be found at:

[www.iowacourts.gov/District\\_Courts/Court\\_Interpreters/Compensation](http://www.iowacourts.gov/District_Courts/Court_Interpreters/Compensation)

The Administrative Directive governs a variety of issues involved in the compensation of court interpreters, so interpreters should become familiar with the terms in the Directive. One of the key sections in the Directive establishes the fee schedule for court interpreters, which is shown here:

Sign language interpreters:  
Class A (certified): \$70  
Class B (noncertified): \$45

Oral language interpreters:  
Class A (certified): \$55

Class B (noncertified): \$45  
 Class C (noncertified), but on the statewide Roster of Court Interpreters: \$40  
 Class C (noncertified) not on the statewide Roster of Court Interpreters: \$25

**Who pays the court interpreter?**

A person who needs a court interpreter shall have an interpreter appointed by the court. However, the person or entity responsible for paying the interpreter depends on a number of factors, including the type of case involved, whether the party needing court interpreter services is indigent, and the governmental body that uses the interpreter.

| <u>Type of Court Case</u>   | <u>Who Pays the Interpreter</u>  |
|---|--|
| Criminal case – defendant is indigent   | State Public Defender’s (SPD) Office pays (IA Code 815.11)   |
| Criminal case – defendant is <u>not</u> indigent  | Defendant is responsible. However, to avoid delays and ensure due process, the court may pay the interpreter -- by ordering payment from the court’s Jury & Witness Fund -- then charge the fees as court costs.   |
| Juvenile case   | In a Child in Need of Assistance (CINA) case or chapter 232 Termination of Parental Rights (TPR) case -- if a parent is entitled to court appointed counsel under Iowa Code section 232.89 or 232.113 – and - the parent is indigent, then the State Public Defender will pay for an interpreter. The SPD will not pay for an interpreter for a parent in a juvenile delinquency case. |
| Civil and domestic cases (including contempt cases) – the party needing an interpreter is indigent                  | The court will appoint and pay for an interpreter – by ordering payment from the court’s Jury & Witness Fund -- then charge the fees as court costs (IA Code 622A.3).  |
| Civil and domestic cases (including contempt cases) – the party needing the interpreter is <u>not</u> indigent      | The party needing the interpreter is responsible, but to avoid delays and ensure due process, the court may pay the interpreter -- by ordering payment from the court’s Jury & Witness Fund -- then charge the fees as court costs.  |
| Deaf or hearing-impaired party, witness, or participant in a court hearing – and the court appoints the interpreter | The county where the hearing is held pays the interpreter. (IA Code 622B.7)  |
| Cases heard by an administrative law judge or agency in state government  | The administrative agency is responsible for paying the interpreter; or the interpreter is paid according to policies established by the administrative agency   |

If there is any doubt about who will pay for a court interpreter appointed by the court, the court will pay the interpreter – even if the person needing the interpreter is not indigent – but the court will charge the interpreter fees as court costs to the appropriate party at the end of the case. To avoid delays in getting paid, an interpreter should take steps to clarify who will pay for his or her services before agreeing to provide interpretation services.

Law enforcement agencies and prosecuting attorneys also use interpreters to interview non-English speaking defendants or witnesses while investigating a crime or performing other law enforcement functions. These functions are not part of the court process, so a court order is not required to appoint an interpreter. This also means that the city, county, or state agency utilizing the interpreter in these situations is responsible for paying the interpreter. Thus, interpreters employed by the Department of Corrections or Correctional Services, State Highway Patrol, city police, county sheriff, county attorney, or city attorney must file payment

claims with the appropriate governmental agency. Any questions about payment procedures should be directed to the city, county, or state agency that originally contacted the interpreter for interpreting services.

If an interpreter is unsure about who should be paying the court interpreting fees, court personnel can usually help the interpreter determine which agency is responsible for payment.

### **Filing a claim for compensation**

*Note: Filing a claim with the appropriate office will facilitate timely processing.*

#### **1) When paid by the State Public Defender (SPD)**

The SPD processes most court interpreter claims in Iowa. This section highlights information the SPD needs from an interpreter in order to process claims. You can also obtain this information from the State Public Defender's web site at

<http://spd.iowa.gov/>

(Click the "Miscellaneous Claims" category on the left side of the page.)

To process your claim you need to have a **Substitute W9 Form** on file with the SPD. If you have never submitted a claim before, if you have not submitted a claim within the last 18 months, or if your Tax Identification Number changes, you must include a completed Substitute W9 Form with your first claim.

For each claim for court interpreter fees the State Public Defender must receive the following information for each case in which interpreting services are provided:

- (1) A signed original and one copy of the SPD's Miscellaneous Claim Form that specifies the claim is for court interpreting services;
- (2) A copy of the application and a copy of the court order approving the hiring of the court interpreter for the case;
- (3) A copy of the court order signed by a judge finding the defendant indigent and appointing counsel in the case; or if the defendant can afford legal counsel but not court interpreter fees, a copy of the court order that the defendant is unable to pay for necessary interpreter services;
- (4) A detailed itemization of interpreting services and expenses; and
- (5) A copy of the court order signed by the judge approving the dollar amount of the claim.

Each defendant is a single case, so an interpreter must file a separate claim for each defendant that receives interpreting services.

Court interpreters should use the "**Fee Itemization Form and Court Order Approving Claim for Court Interpreter Services**" developed by the State Court Administrator's Office when filing their claims with the State Public Defender. This form also contains the judge's order approving the amount of the claim. You will find the form at:

[www.iowacourts.gov/District\\_Courts/Court\\_Interpreters/Forms](http://www.iowacourts.gov/District_Courts/Court_Interpreters/Forms)

Court staff in most counties will assist interpreters in getting copies of the court documents necessary to attach to their claim forms. In many counties court staff will also assist court interpreters in filing claims with the SPD. However, the court interpreter bears the primary responsibility for filing claims.

If a **public defender** represented the defendant in the case for which court interpreting services were provided, the interpreter should submit the claim form with attachments to the local public defender's office. The address of the local public defender's office can be found in the Government pages in the state section of the local telephone directory or on the Internet at: <http://spd.iowa.gov/>

It can also be obtained by contacting the clerk of court or district court administrator.

The **deadline** for submitting claims to the SPD is **45 days** from the agreed upon date for completing the interpreter services for the SPD.

If a **court appointed attorney other than the public defender** represented the defendant in the case for which interpreting services were provided, the interpreter should send the claim form with attachments to the main public defender's office:

State Public Defender  
Miscellaneous Claims  
4<sup>th</sup> Floor, Lucas Building  
321 East 12<sup>th</sup> Street  
Des Moines, IA 50319-0087  
Phone: (515) 242-6158

**2) When paid by the county (All sign language interpreters are paid by the county.)**

In this situation, contact the clerk of court in the county in which the proceeding was held to determine what information the county needs from the interpreter. Most counties require:

- (1) An itemized statement of services provided by the interpreter.
- (2) A copy of the application and court order approving the interpreter's appointment.
- (3) Court order signed by the court approving the dollar amount of the claim.

Court staff in most counties will assist interpreters in getting copies of court documents necessary to attach to their claim forms.

**3) When paid by the court**

In civil, domestic, or other non-criminal cases involving an indigent party, the court may appoint and pay a court interpreter from its revolving fund (also known as the "jury and witness fund").

- *Where to submit claims for payment by the court*

Beginning February 21, 2008, an oral language court interpreter who provides services in civil, domestic, or other cases in which the court orders payment of the interpreter from the court's revolving fund (also known as the "jury and witness fund") shall submit the claim for payment to:

Finance & Personnel Office  
Judicial Branch Building  
1111 E. Court Avenue  
Des Moines, IA 50309

- *Required forms when submitting a claim for payment by the court*

The first time you submit a claim to this office, you should include a: **Substitute W9/Vendor Update Form.**

Be sure to fill in all the necessary information and sign it. You need to submit this form only one time, unless you change your name, address, or phone – or the way you organize your interpreting business (e.g., you change from a partnership to a corporation). Then you must submit a revised W9 to this office.

Every time you submit a claim for payment to the office above you must include a completed and signed: **"Fee Itemization Form and Court Order Approving Claim for Court Interpreter Services."** This is the only form you need to submit. It is the same form required by the State Public Defenders Office, which should simplify the

process. You and a judge must sign the form. Be sure to keep a copy of this form for your records. This form and the W9 form are available on the Iowa judicial branch website at:

[www.iowacourts.gov/District\\_Courts/Court\\_Interpreters/Forms/](http://www.iowacourts.gov/District_Courts/Court_Interpreters/Forms/)

When you file a claim for payment at the address above, you do not have to include a copy of the order appointing you as the interpreter in the case. The judge's signature on the "Fee Itemization Form" will be sufficient for our office to process your claim.

**4) Deadline for submitting claims**

Court interpreters must file claims for payment within 45 days after completion of the agreed upon services in a case.

**5) When paid by an agency or other person responsible for paying the interpreter**

When a government agency is responsible for payment, file the claim with that agency. In all other situations, if you need assistance in obtaining payment for your services, contact the clerk of district court in your county or the nearest district court administration office (see table below).

*Continued on the next page*

## J. Iowa District Court Administration Offices and Judicial District Map

### District 1 (Northeast)

Black Hawk County Courthouse  
316 East 5th Street  
Waterloo, IA 50702  
(319) 833-3332

### District 5 (South Central)

Polk County Courthouse  
500 Mulberry Street -- Room 411  
Des Moines, IA 50309  
(515) 286-3198

### District 2 (North Central)

Webster County Courthouse  
701 Central Avenue, 4th Floor  
Fort Dodge, IA 50501  
(515) 576-6336

### District 6 (East Central)

Linn County Courthouse  
P.O. Box 5488  
Cedar Rapids, IA 52406-5488  
(319) 398-3920, ext. 100

### District 3 (Northwest)

Woodbury County Courthouse  
7th and Douglas, Room 210  
Sioux City, IA 51101  
(712) 279-6608

### District 7 (East)

Scott County Courthouse  
416 West 4th Street  
Davenport, IA 52801  
(563) 326-8783

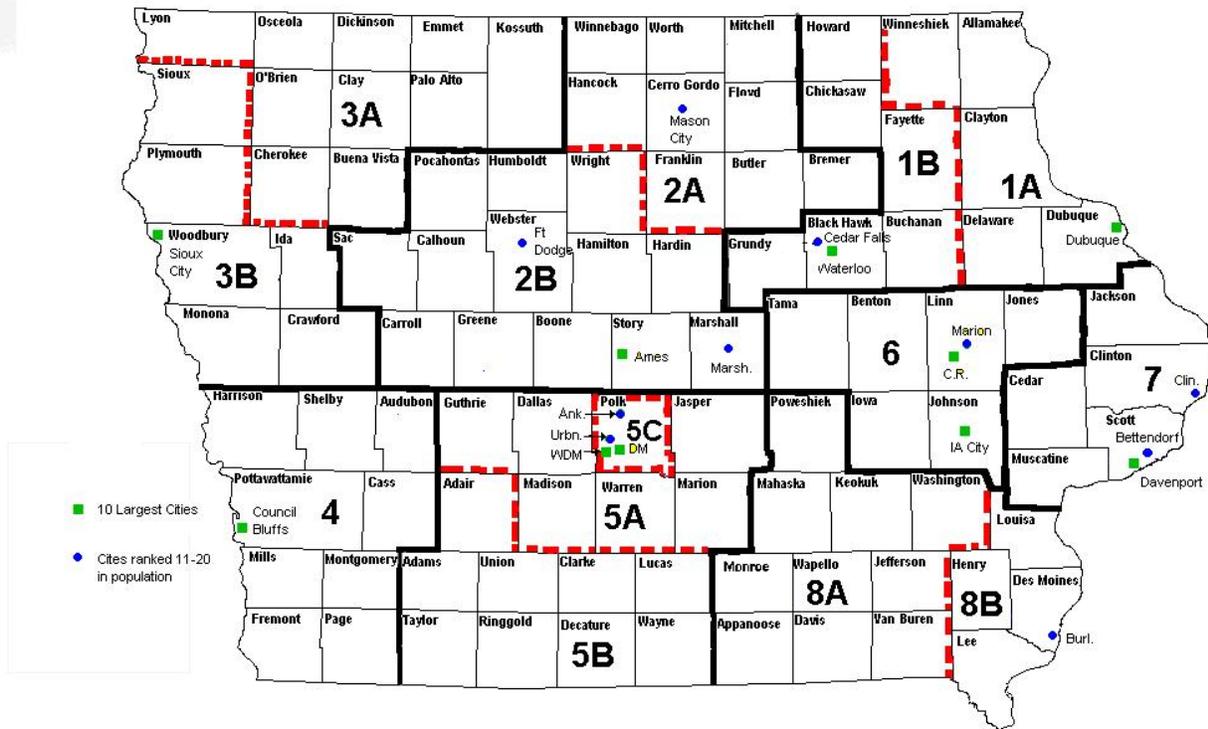
### District 4 (Southwest)

Pottawattamie County Courthouse  
227 S. 6th St. -- 4th Floor  
Council Bluffs, IA 51501  
(712) 328-5733

### District 8 (Southeast)

Wapello County Courthouse  
211 East 4th, Box 1319  
Ottumwa, IA 52501  
(641) 684-6502

## Map of Iowa's 8 Judicial Districts and Their Subdistricts



# Resources for Court Interpreters

## Resources for Spanish Interpreters

### Spanish/English Dictionaries

- Oxford Spanish-English Dictionary
- Simon & Schuster's International Dictionary
- American Heritage Larousse Spanish Dictionary
- Harper-Collins Spanish Dictionary

### Bilingual (English/Spanish, Spanish/English) Legal Dictionaries

- *Butterworth's English-Spanish Dictionary*, by Cabanellas & Hoague
- *West's Spanish-English/English-Spanish Law Dictionary*, by Solís & Gasteazoro
- *Bilingual Dictionary of Criminal Justice Terms*, by Benmaman, Connolly & Loos, published by Gould
- *Spanish-English Dictionary of Law and Business*, by Thomas L. West III, published by Protea Publishing, ISBN 1-883707-37-4
- *Diccionario de terminología jurídica mexicana*, by Javier F. Becerra, published by Escuela Libre de Derecho, ISBN 968-6236-08-02
- *Bilingual Law Dictionary/Diccionario Jurídico Bilingüe*. Gallegos, Cuauhtémoc, published by Merl Publications, 2005. ISBN 1-886347-03-4

### General Language References (Spanish)

- *Diccionario de ideas afines*, by Fernando Corripio, published by Editorial Herder
- *Larousse Diccionario de la lengua española*
- *Vox diccionario general ilustrado de la lengua española*
- *Diccionario de uso del español* by María Moliner
- *Diccionario de dudas y dificultades de la lengua española*, by Manuel Seco, published by Espasa Calpe
- *Using Spanish Synonyms*, by R.E. Bachelor, pub. Cambridge University Press
- *Diccionario razonado de sinónimos y contrarios*, by José M. Zainquí, pub. Editorial de Vecchi
- *NTC Dictionary of Spanish False Cognates*, pub. National Textbook Company

### **Legal Dictionaries for Interpreters of Other Selected Languages**

The website for the Superior Court for Sacramento California has bi-lingual legal dictionaries or glossaries of legal terms in several languages including (but not limited to):

- English/Arabic
- English/Hmong
- English/Russian
- English/Spanish
- English/Urdu
- English/Vietnamese

You can find these legal dictionaries at:

[http://www.saccourt.com/geninfo/legal\\_glossaries/legal\\_glossaries.asp](http://www.saccourt.com/geninfo/legal_glossaries/legal_glossaries.asp)

The New Jersey state courts prepared a list of legal dictionaries in several languages, which you can find at the following website: <http://www.judiciary.state.nj.us/interpreters/dict.pdf>

**Note:** You will need the FREE software program Adobe Reader to open this PDF file. To download the software, go to the following website: [www.adobe.com](http://www.adobe.com)

#### **Other Important Publications and Resources**

- ACEBO Skills Development for Interpreters
  - [www.acebo.com/recref.htm](http://www.acebo.com/recref.htm)
- de Jongh, Elena M., *An Introduction to Court Interpreting: Theory and Practice*, University Press of America (Maryland: 1992)
- Gonzalez, Vasquez and Mikkelsen, Holly, *Fundamentals of Court Interpretation*, Carolina Academic Press, (Durham, NC: 1991)