

Iowa State Court Administration, Language Access Services Office
Registration Form for the 2024 Court Interpreter Written Exam

*Note: You **must** have filed an interpreter application before you can take the written exam.*

1. Full Name: _____
Last First Middle
2. Mailing Address: _____
Street Address or P.O. Box Number
- _____
City State Zip Code County
3. Telephone Number: _____
Residence Work Cell
4. Email Address: _____
5. Birth Date: _____ (MM/DD/YYYY)
6. If you have ever attended a Court Interpreter Orientation Workshop, provide the date and location:
_____ (MO/YR) _____ (STATE)
7. Have you ever taken any portion of the written exams for court interpreters in Iowa?
- A. If yes, please check the box below and provide the month and year for the exam.
- ☐ 1. The multiple-choice exam (135 Questions): _____ (MO/YR)
- ☐ 2. The multiple-choice Ethics test (25 Questions): _____ (MO/YR)
8. List the non-English language(s) in which you have sufficient expertise to be a court interpreter.
1. _____ 2. _____
9. Select a date for the written examination: ☐ Friday, April 26, 2024 Des Moines (Registration **must** be received **no later** than 4:30 p.m. on April 12, 2024).

Registration Instructions:

1. Complete this registration form and mail it to: State Court Administration Language Access Services Office, Iowa Judicial Branch Building, 1111 E. Court Ave, Des Moines, IA 50319.
2. Include the registration fee. 47.8(2) The registration fee for the two written examinations identified in rule 47.4(1)(a) is **\$50** for Iowa residents and **\$100** for nonresidents. If the applicant has already passed at least one of the two examinations, the registration fee is **\$25** for Iowa residents and **\$50** for nonresidents.
3. Ensure that you have already filed an application and paid the **\$25** fee to be an Oral or Sign Language Interpreter along with the Release/Waiver for a Criminal background check. If you have not done so, please contact our office to obtain it.

SPECIAL NEEDS: If you have any physical needs that might require special assistance to take the examination, please describe those special needs on the back of this page.

Examination Details

Location: The April 26, 2024 written examination will be held in Des Moines at the Judicial Branch Building 4th floor library located at 1111 East Court Avenue, Des Moines, IA 50319.

Registration Deadline: Forms for the April 26, 2024 exam must be received in the Language Access Services Office by 4:30 p.m. on April 12, 2024. **No exceptions.**

Description of the Written Examination:

Part 1: Multiple-choice exam with 135 Questions (in English); 2 hours 15 minutes – plus –

Part 2: 15 additional multiple-choice questions on Iowa-specific court interpreter ethics.

Don't Forget:

- The doors will close and the exam will begin around 9:00 a.m. (Exact times will be sent via email when testing date approaches)
 - Examinees should arrive at least 20 minutes prior to the start of the exam to sign in and be seated.
 - Bring a Photo-ID for identification and sign in at the exam.
 - If you have any questions, please email court.interpreter@iowacourts.gov or call 515.348.4904.
 - For more information on the testing go to:
<https://www.iowacourts.gov/iowa-courts/court-interpreters/how-to-become-an-interpreter/>
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DO NOT SUBMIT THIS PAGE WITH YOUR REGISTRATION