

COMMISSION ON INTERPRETERS

2016 COURT INTERPRETER TRAINING AND TESTING SCHEDULE

* **Dates and locations are subject to change.** Please frequently check the website for the most up to date information.

Events	Dates	Location	Registration Deadline
Orientation Workshop	March 11-12, 2016 (Friday and Saturday)	TBD	February 26, 2016
English Written Exam	March 18, 2016 (Friday)	Judicial Council, AOC 244 Washington Street SW Suite 300 Atlanta, GA	February 26, 2016
Orientation Workshop	May 4-5, 2016 (Wed. and Thurs.)	State Bar of Georgia 104 Marietta St. N.W. Suite 100 Atlanta, Georgia 30303	April 25, 2016
English Written Exam	May 6, 2016 (Friday)	Judicial Council, AOC 244 Washington Street SW Suite 300 Atlanta, GA	April 25, 2016
Oral Certification Exam	June 8-10, 2016	State Bar of Georgia 104 Marietta St. N.W. Suite 100 Atlanta, Georgia 30303	April 22, 2016
Orientation Workshop	August 17-18, 2016 (Wed. and Thurs.)	State Bar of Georgia 104 Marietta St. N.W. Suite 100 Atlanta, Georgia 30303	August 7, 2016
English Written Exam	August 19, 2016 (Friday)	State Bar of Georgia 104 Marietta St. N.W. Suite 100 Atlanta, Georgia 30303	August 7, 2016
Orientation Workshop	November 16-17, 2016 (Wed. and Thurs.)	State Bar of Georgia 104 Marietta St. N.W. Suite 100 Atlanta, Georgia 30303	November 7, 2016
English Written Exam	November 18, 2016 (Friday)	State Bar of Georgia 104 Marietta St. N.W. Suite 100 Atlanta, Georgia 30303	November 7, 2016
Oral Certification Exam	December 5-6, 2016	State Bar of Georgia 104 Marietta St. N.W. Suite 100 Atlanta, Georgia 30303	October 23, 2016

SCHEDULED ORIENTATIONS:

The cost of the orientation workshop is \$200. Orientations are scheduled from 9:00 a.m. to 5:00 p.m., both days. You must register and pay for an event through the Georgia Courts Registrar, <https://gcr.onegovcloud.com/>, by 11:59 PM on the deadline. You must register and pay for the English written exam separately. Registrations and payments received after the deadline will not be processed. No exceptions will be made. First priority will be given to those seeking certification for languages other than Spanish and those who reside in high-need areas of Georgia. **Out-of-state residents are only accepted if seating is still available after placement of Georgia residents.**

SCHEDULED ENGLISH WRITTEN EXAMS:

The cost of the written exam is \$50. The English written exams are conducted the day after the two-day orientation workshop, in the same venue or on the following Friday if the orientation occurs on Saturday. The cost of the written exam **is not** included in the cost of the orientation. You must apply and pay for the written exam separately. You are not required to take the exam immediately following the orientation; you can register for any scheduled exam session. Registrations & payments must be received in our office by 11:59 PM on the deadline. Registration and payment deadlines for the written exam are the same as those for the scheduled orientations.

SCHEDULED ORAL CERTIFICATION EXAMS:

The cost of the oral certification exam is \$250. Exam registration and payment must be received through the Georgia Courts Registrar by 11:59 PM on the deadline. **Registrations and payments received after the deadline will not be processed.** No exceptions will be made. First priority will be given to those seeking certification for languages other than Spanish and those who reside in high-need areas of Georgia. **Out-of-state residents are only accepted if seating is still available after placement of Georgia residents.**

If you do not complete the licensing process within two years of your scheduled orientation, you must retake and pass the English written exam to remain active in our system.

Cancellation and Refund Policy

EARLY CANCELLATIONS

To receive a full refund, events registrations must be canceled as follows: The Orientation or English Written Exam must be canceled, in the Georgia Courts Registrar (<https://gcr.onegovcloud.com/>), at least **10 calendar days** in advance of the training or exam. The Oral Certification Exam must be canceled, in the Georgia Courts Registrar (<https://gcr.onegovcloud.com/>), at least **45 calendar days** in advance of the exam.

LATE CANCELLATIONS

Enrollees who cancel their registration fewer than 10 calendar days before the scheduled orientation or written exam or fewer than 45 calendar days before the scheduled oral certification exam must, within 6 months, register for and attend another orientation or exam; otherwise, all payments are forfeited.

NO SHOWS

Fees are non-refundable and non-transferable for no-shows for any event.