



**State of New Hampshire  
Board of Licensure of Interpreters for the  
Deaf, Hard of Hearing, and DeafBlind**

21 South Fruit Street, Suite 20  
Concord, NH 03301  
(603) 271-3471(Voice/TTY) Fax: (603) 271-7095

Website: <https://www.education.nh.gov/who-we-are/deputy-commissioner/bureau-of-vocational-rehabilitation/interpreter-licensing-board>

**INTERPRETER LICENSE RENEWAL FORM**

**ALL FIELDS MUST BE COMPLETED – IF A SECTION DOES NOT APPLY TO YOU, WRITE “N/A”**

**1. GENERAL INFORMATION**

Applicant's Name	First	Middle	Last
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Mailing Address
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City	State	Zip Code	Home Phone ( ) ( )	Work Phone ( ) ( )
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Cell Phone/ or Pager ( ) ( )	Date of Birth (MM/DD/YY) / /	E-Mail Address
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Are you currently certified by the Registry of Interpreters for the Deaf?  Yes  No

Type of certification \_\_\_\_\_ Date issued / / Date of expiration / /

Attach a copy of your current membership card verifying your certification, or submit a statement from RID that you are currently certified.

Are you currently certified by the American Consortium of Certified Interpreters?  Yes  No

Level \_\_\_\_\_ Date issued / / Date of expiration / /

Attach a copy of your current membership card verifying your certification, or submit a statement from ACCI that you are currently certified.

Are you currently approved by the New Hampshire Interpreter Classification System?  Yes  No

Date issued / / Date of expiration / /

Submit a statement from the NH Classification System that you are currently screened.

Are you currently licensed or approved by another state or jurisdiction?  Yes  No Indicate state/jurisdiction \_\_\_\_\_

Type or level \_\_\_\_\_ Date issued / / Date of expiration / /

Attach a statement from the licensing or approving state or jurisdiction that you are currently certified, licensed, or approved.  
\*\*This is for board purposes only; this does not automatically make you eligible for a NH license.

Have you completed 30 hours of oral transliterating training in the topics listed in Int 301.01(1)(3)?  Yes  No

Attach a certified statement or transcript verifying that all of the required training has been completed.

**2. EDUCATIONAL BACKGROUND**

Highest level of education attained \_\_\_\_\_ Year \_\_\_\_\_

Name of institution \_\_\_\_\_

Highest degree attained \_\_\_\_\_ Year \_\_\_\_\_

High school diploma or equivalent  Yes  No

**3. OUT OF STATE**

Are you now or have you ever been certified, registered, or licensed as an interpreter in any other state?  Yes  No

If yes, indicate state(s) \_\_\_\_\_, date(s) \_\_\_\_\_. Is this registration/licensure current?  Yes  No

Have you ever been refused a license or state approval by any licensing or approval authority for interpreters?  Yes  No

If yes, indicate the name(s) of the licensing or approval authority \_\_\_\_\_, date(s) of refusals \_\_\_\_\_ AND on an attached separate sheet state the reasons for the refusal.

**4. COMPLAINTS, CONVICTIONS, DISCIPLINARY ACTIONS**

Have you ever been the subject of disciplinary action of any kind by any professional licensing or approval body or have you entered into a settlement agreement or decent decree with any such licensing or approval body?  Yes  No

If yes, indicate the licensing or approval body \_\_\_\_\_ AND on an attached separate sheet provide a complete description of the misconduct alleged and the discipline or settlement involved.

Are you currently the subject of a misconduct investigation or disciplinary proceeding or are you negotiating a settlement of any misconduct allegations with any professional licensing or approval body?  Yes  No

If yes, indicate the licensing or approval body \_\_\_\_\_ AND on an attached separate sheet provide a complete description of the misconduct alleged or the settlement involved.

Have you ever been convicted of a felony or misdemeanor defined under any state or federal law that has not been annulled?  Yes  No

If yes, identify the court \_\_\_\_\_ AND on an attached separate sheet provide a complete description of the details of the defense, the date of the conviction and any sentence imposed.

**5. ETHICAL AND LAWFUL CONDUCT PLEDGE**

I, \_\_\_\_\_, hereby pledge that I shall practice ethically and in accordance with all the rules and laws governing the interpreting profession, including the Code of Professional Conduct Standards and Code of Professional Principles in Int 500 and Rules Governing Licensing Renewals and Requirements for Continuing Education required by Int 400 and all other rules and regulations of the Board of Licensure of Interpreters for the Deaf and Hard of Hearing.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**6. APPLICANT'S ATTESTATION**

I, \_\_\_\_\_, certify that I am the person described and identified in this application and that I have answered all questions truthfully and completely. Should I furnish any false or misleading information on this application, I hereby understand that such an act shall constitute cause for the denial or revocation of my licensure as an interpreter in the State of New Hampshire.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**INCOMPLETE APPLICATIONS OR APPLICATIONS WITHOUT PAYMENT  
WILL NOT BE ACCEPTED**

**7. CONTACT INFORMATION**

The following information will be placed in the state interpreter directory. The directory is a printed version that gets distributed as requested. This same directory gets put on our Licensure website which makes this information available on the internet. Indicate your choices of contact: mail, phone, cell, pager, etc.

Name:

Certification type:

Contact Preference:

I understand and agree that this information will become public.

Signature \_\_\_\_\_

**RENEWAL FEE (for three years): \$175.00**

**PLEASE INCLUDE A CHECK OR MONEY ORDER PAYABLE TO: Treasurer–State of New Hampshire**

**Please note – all applications must be approved at a full board meeting; however, your check may be cashed prior to that date.**

**\*\*\* You may send in a more current photo for your new license card at this time \*\*\***

**Send application paperwork to: NH Interpreter Licensing Board  
21 South Fruit Street, Suite 20  
Concord, NH 03301**