



Wisconsin Department of Public Instruction
**INSTITUTIONAL ENDORSEMENT AND ASSURANCES—
 EDUCATIONAL INTERPRETER**
 PI-1612-INT (Rev. 02-26)

Forms are available at [Department of Public Instruction website.](#)

INSTRUCTIONS TO INSTITUTION: Complete Section II and return to applicant.

Application directions for [New Educational Interpreters Licenses & 5 Year Non Renewable Ed Interpreter Licenses.](#)

I. APPLICANT INFORMATION
 Completed by Applicant

Legal Name First	Middle Int.	Last	SSN Last 4 Digits Only
Home Address <i>Street, Box, City, State, Zip</i>		Email Address	Telephone Area Code/Number
Name and Location of Institution		Degree Earned	Date of Graduation Mo./Year

II. INSTITUTIONAL ENDORSEMENT AND ASSURANCES
 Completed by the Preparation Program and **Returned to Applicant**

1. Do you certify that the applicant has completed all coursework in your interpreter training program?

Yes, *Interpreter Training Coursework Completion Date (mm/dd/yyyy):*

No, *Explain:* _____

2. **Supervised Field Experiences** *The applicant completed a practicum of at least 150 hours in grades PK-12 with a licensed educational interpreter assigned as a mentor.*

Yes No

3. **Course Work Completed** *The applicant has completed the following course work:*

Yes No Semester credits in the process of changing spoken English to ASL (voice-to-sign).

Yes No Semester credits in the process of changing spoken English to signed English (transliterating).

Yes No Semester credits in the process of changing signed text to spoken English (sign-to-voice).

Yes No Current practices for interpreters in educational settings.

Yes No Ethical practices as it related to interpreters.

III. CONFIRMATION SIGNATURE

I CONFIRM that the information provided above is accurate.

Signature of Authorized Official ➤	Name <i>Type or Print Legibly</i>	Date Signed <i>mm/dd/yyyy</i>
Position/Title	Email Address	Telephone Area/No.
Program Name		
