

Registration Checklist for the Louisiana Interpreter Registry: Community Settings

Generalist Registration

Interpreters in community settings can use this checklist to follow the steps for **Generalist** registration to fully register to work. By fully and accurately completing these steps, interpreters will meet the minimum standards required to work independently in community settings and be included on the Louisiana Interpreter Registry.

Registration functions as licensure and is legally required to work in Louisiana. Working without registration may result in disciplinary or legal action.

Education, Performance, and Knowledge (only one of the following is required)

- Registry of Interpreters for the Deaf (RID) certification (Excludes ED: K-12)



- Board for Evaluation of Interpreters (BEI) Advanced certification or higher



Registration (valid for five years from date of approval)

- Submit an application through the Louisiana Interpreter Registry
- Upload resume, transcripts, test scores, and credentials as applicable

Renewal (applications will open 60 days prior to expiration date)

- Submit renewal application through the Louisiana Interpreter Registry
- Submit required documentation – proof of professional development via valid certification from Registry of Interpreters for the Deaf (RID) or Board for Evaluation of Interpreters (BEI)

Request for Exception

Requests for exceptions to any of the registration requirements due to extenuating circumstances, recognition of other credentials, or approved registration or licensing from another state must be submitted in writing to the commission for review and may be eligible for approval on a case-by-case basis.

- Complete and submit the exception request form through the Louisiana Interpreter Registry using the request for exception upload field

Support

The Louisiana Commission for the Deaf offers resources to support the sign language interpreter workforce during all stages of their professional development. For access to one-on-one coaching, internship opportunities, and more, visit the interpreter mentorship webpage at lcd.la.gov/interpreting_mentorship_program. **Scan the QR code to learn more about the minimum standards for sign language interpreters.**

