



Skills Assessment for Migration

Information Booklet

This booklet has been developed to provide an introduction to the available skills assessment pathways and will aid you in deciding on the best option for your particular circumstances.
You should read this booklet carefully before making any application.

What is NAATI?

NAATI is the national standards and accreditation body for translators and interpreters in Australia. It is the only agency that issues accreditations for practitioners who wish to work in these professions in Australia.

NAATI's Purpose

NAATI's primary purpose is to strengthen inclusion and participation in Australian society by assisting in meeting the nation's diverse and changing communication needs and expectations, through:

- setting, maintaining and promoting high national standards in translating and interpreting, and
- implementing a national quality-assurance system for credentialing practitioners who meet those standards.

NAATI credentialing provides quality assurance to the clients of translators and interpreters and gives credibility to agencies that employ practitioners who are credentialed appropriately.

About NAATI

The National Accreditation Authority for Translators and Interpreters Ltd (trading as NAATI) is incorporated in Australia under the *Corporations Act 2001*. The company is owned jointly by the Commonwealth, State and Territory governments and is governed by a board of directors, who are appointed by the owners. NAATI's main business activities are providing accreditation and other credentialing services for translators and interpreters and related activities. NAATI services are available through offices in every State and Territory of Australia and in New Zealand. The National Office is in Canberra.

The Australian Government's General Skilled Migration programme

The Australian Government's Skilled Migration programme is implemented through a partnership between government and industry. The Department of Immigration and Citizenship and the Department of Education, Employment and Workplace Relations work with industry, represented by professional migration assessing authorities, to ensure that policies and procedures for assessing the skills of prospective migrants are appropriate, transparent and do not pose unreasonable barriers to migration.

National Accreditation Authority for Translators and Interpreters Ltd (NAATI) has been specified by the Minister for Immigration and Citizenship in accordance with the *Migration Regulations 1994* as the assessing authority for the occupations of Translator (ASCO Code 2529-15, ANZSCO code 272413) and Interpreter (ASCO Code 2529-13, ANZSCO code 272412).

The Department of Education, Employment and Workplace Relations supported this process through its role in approving migration assessing authorities. Approval is granted to professional bodies which meet established criteria, including a commitment to support of the objectives of the General Skilled Migration programme and the provision of an appropriate assessment service to prospective migrants.

If you wish to apply to migrate to Australia as a Translator or Interpreter under the certain visa categories, you will need to have your skills assessed by NAATI. Please note that from 1 July 2010 the occupations of Translator and Interpreter will not be on the Skilled Occupation List (SOL). NAATI will assess your skills as "suitable" or "not suitable" for your nominated occupation against the requirements it has established.

Your skills assessment must be included with your visa application to the Department of Immigration and Citizenship (DIAC), and you must be prepared to show DIAC all the documentation you have relied upon when seeking a skills assessment. You should keep a certified copy of your skills assessment and all other relevant documentation for your own records.

The Department of Immigration and Citizenship's Australian Skills Recognition Information website also provides information on working as a Translator or Interpreter in Australia - visit www.immi.gov.au/asri.

NAATI can only provide advice on applying for a skills assessment. All other questions relating to migration should be directed to DIAC - visit www.immi.gov.au for information and contact details.

Skills Assessment for Migration Purposes

NAATI is the designated assessing body for the occupations of Translator and Interpreter for migration to Australia. It also has a role in assessing an applicant's ability to claim Designated (or Community) Language bonus points.

A number of visas for permanent and temporary entry to Australia require a skills assessment to be completed. Applicants seeking a skills assessment for migration purposes should ensure that they understand the requirements of the particular visa that is being sought. Information on visas and their requirements are available from DIAC at www.immi.gov.au.

NAATI accreditation at the Professional level or higher may qualify a person for points under the occupation category and/or the Designated (or Community) Language bonus points for language fluency.

The Designated (or Community) Language Fluency Bonus Points

Recognition of fluency in a Designated (or Community) Language for the purpose of gaining five bonus points for migration to Australia may be achieved two ways:

1. Completion of a qualification equivalent to an Australian degree gained from a university where the language of instruction was the same as the Designated (or Community) Language for which you are claiming fluency. If this is your situation you only need to submit to the Department of Immigration and Citizenship, a certified copy of your qualification with your application for migration, claiming the 5 bonus points on this basis. You may need to obtain a statement from the university verifying that the language of instruction was the Designated (or Community) Language for which you are claiming fluency.

2. Obtaining NAATI accreditation as a Professional Translator or Professional Interpreter in your Designated (or Community) Language and English. NAATI accreditation may be obtained by sitting a test which represents a much higher level of skill than simple language fluency. It requires near native fluency and comprehension in English and your other language as well as highly developed translating and/or interpreting skills.

If you wish to pursue the testing option, please contact NAATI's National Office in Canberra.

Pathways to a Skills Assessment

There are five pathways available to applicants who are seeking a skills assessment as a Translator or Interpreter. All involve gaining NAATI accreditation at the Professional level or higher and can be achieved based on:

- A. success in a NAATI accreditation test;
- B. successful completion of a NAATI-approved Australian course
- C. recognition of a specialised tertiary qualifications in translating and/or interpreting obtained overseas.
- D. membership of certain overseas professional associations
- E. demonstrated advanced standing in the profession

Available Skills Assessment Pathways

Accreditation Level	Suitable for migration	Pathway(s) available
Advanced Translator (Senior)	YES	C, D, E
Conference Interpreter (Senior)	YES	C, D, E
Advanced Translator	YES	A, B, C
Conference Interpreter	YES	B, C
Professional Translator	YES	A, B, C, D
Professional Interpreter	YES	A, B
Paraprofessional Translator	NO	
Paraprofessional Interpreter	NO	

Further information about each of these pathways and application forms are available through the NAATI website (www.naati.com.au).

The NAATI Skills Assessment Process

The process for each pathway is detailed in the relevant NAATI information booklet including the normal timeframes for the process.

Pathway	Information booklet
Accreditation by testing	Booklet A
Accreditation by approved course	Booklet B
Accreditation by overseas qualification	Booklet C
Accreditation by membership of professional association	Booklet C
Accreditation by advanced standing	Booklet C

Times frames from the point of application to the issue of a skills assessment decision vary. Please make sure you are aware of how long the pathway you choose will take and make your application bearing this in mind.

How Long is a Skills Assessment Valid?

Each successful assessment letter will have the expiry date for the assessment clearly indicated. Generally NAATI skills assessments are valid for three years.

Only one letter of accreditation will normally be issued. A replacement or additional copy of a letter can be provided on completion of the 'Application for Reissue of Accreditation Letter' form downloadable from www.naati.com.au.

English Language Requirements

No formal proficiency testing in English (e.g IELTS testing) is required for any of the skills assessments pathways.

Certification of Copies of Documents

You may be required to provide certified copies of documents as part of each skills assessment application process. This means that an individual authorised to do so in your country must certify any copies of original documents as true copies.

Where documents are not in English, you must provide a certified copy of the original language document and an English translation carried out by either an appropriately NAATI accredited translator or a translator authorised to perform such a translation in your country of origin. The signature, name, occupation/position and contact details of the translator must be provided on the English language version.

If your current legal name is not the same as that on your documents, you must provide evidence of your name change (for example, a marriage certificate).

All submitted documents that are copies of original documents must be certified as true copies of the original.

It is recommended that you do not send original documents as NAATI does not return these.

Applications for skills assessments will be delayed if documents are not certified properly.

Please note that;

1. Certified copies of an already certified document (that is, a copy of a copy) will not be accepted.
2. Certification should appear on each page of the document and should show:
 - a. the signature of the person certifying the document
 - b. the name of person certifying the document clearly printed or evident in an official stamp

- c. the contact details of the person certifying the document. This may be a business address, telephone number or e-mail address.
 - d. where possible, an official stamp indicating the occupation/position of the person certifying the document.
3. The following classes of person are authorised to certify copies of documents:
- a. NAATI staff member (Australia only)
 - b. An officer of an Australian Diplomatic Post
 - c. A Notary Public authorised in the country of the application
 - d. A Commissioner of Oaths (Declarations) authorised in the country of the application
 - e. A Solicitor, Barrister or Judge authorised in Australia or the country of the application. (note each page must be signed and it will not be acceptable for the name of a law firm to appear in lieu of the actual name and signature of the person certifying your document)
 - f. A Justice of the Peace authorised in Australia or the country of the application.

Assessment of your application **will not proceed** if you submit copies of documents where the person certifying the copy is not one of those listed or where the above requirements are not met.

Use of an Agent

If you have appointed a person to act as your agent (for example a Migration Agent) you must complete the authorisation form that is part of the respective application forms. By appointing an agent, you are authorising NAATI to communicate with your agent regarding your assessment.

Without authorisation NAATI can only deal directly with the applicant due to privacy regulations.

Reviewing the Skills Assessment Outcome

If you are not satisfied with the assessment outcome you can appeal the decision. Each skills assessment pathway has a different process for this. Information on each of these is available on NAATI's website (www.naati.com.au).

Reviews normally take eight weeks to process, although in exceptional circumstances it may take longer than that.