



If you are not transitioning all of your credentials, please use the section below to advise **which credentials you are transitioning**.

#### CREDENTIAL 1

Credential type *(select)*

Credential language

#### CREDENTIAL 2

Credential type *(select)*

Credential language

#### CREDENTIAL 3

Credential type *(select)*

Credential language

#### CREDENTIAL 4

Credential type *(select)*

Credential language

#### CREDENTIAL 5

Credential type *(select)*

Credential language

### PROFESSIONAL INTERPRETERS ONLY

If you are **transitioning to Certified Interpreter**, you will need to attach **evidence of work experience, education or training in chuchotage**.

Please mark the type/s of chuchotage evidence you will be attaching to this application.

<input type="checkbox"/>	Reference letter from employer or service provider	<input type="checkbox"/>	Evidence of training/formal unit of study (as part of a qualification)	<input type="checkbox"/>	Evidence of a completed professional development session
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If you **do not provide evidence**, you will be offered **the opportunity to complete a professional development session**.

You will not be issued a Certified Interpreter credential until evidence is received and processed by NAATI.

Do you wish to be awarded Certified Provisional Interpreter during the interim period (until evidence is received by NAATI)? *(select)*

### PRODUCTS

Applicants who successfully transition are entitled to claim the following products, based on their credentials:

- **Interpreters** can claim **1x NAATI ID card**.
- **Translators** can claim **1x translator stamp per language**.

All successful applicants will also receive a certificate per credential.

Will you be claiming all products that you are entitled to? *(select)*

## ONLINE DIRECTORY

Applicants who successfully transition are entitled to claim free listing on the online directory of NAATI practitioners.

Do you wish to be listed on the online directory *(select)*

## PAYMENT DETAILS

All fees are listed in Australian Dollars (\$AUD) and include GST.  
**The fees listed on this form are valid from 1 July 2018 to 30 June 2019.**  
All prices are subject to change without notice.

### Fees (\$AUD)

Application fee	\$121.00
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**Once your application has been entered on NAATI's systems, you will receive an invoice (via email) that must be paid within 7 days.**

Invoices can be paid by an individual or organisation.  
Your application will not progress unless this payment has been made.

## DECLARATION

- I understand NAATI will use the personal information collected in this form (plus any further personal information that I provide to NAATI as part of my application) to process my application, administer tests to me, and determine and record the outcome of my application.
- I understand that, if I am certified, NAATI may disclose to people and organisations (to verify my credentials, including via an online verification register) my name, NAATI credentials, expiry date, suburb and photograph.
- I understand that if NAATI does not collect my personal information, NAATI will not be able to provide its products and services to me, including certification as a translator or interpreter, and I will not be listed on NAATI's Online Directory.
- I understand NAATI will use the personal information collected in this form (plus any further personal information that I provide to NAATI as part of my application) to process my application, produce products for me, and arrange delivery of these products via third party suppliers.
- I understand that, if I am certified, ongoing certification is contingent on ethical behaviour and meeting the recertification criteria.
- I understand that NAATI will periodically review the certification system and this may result in changes to the recertification requirements.
- I understand that NAATI reserves the right to validate any of the information required if deemed necessary.
- I declare I have read and understood the information provided to me, including the terms and conditions noted in this application form.
- I declare the information provided in this application form is correct to the best of my knowledge.
- NAATI's Privacy Policy is available at <https://www.naati.com.au/resources/our-policies>. It contains information about how I can access and correct my personal information, how I can complain about a breach of privacy and how NAATI deals with complaints.

<b>Date</b>		<b>Applicant Signature</b>	
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Completed forms and applicable attachments must be sent to **[transition@naati.com.au](mailto:transition@naati.com.au)**.

All applicants will need to attach additional files with their application form.

**Photo and document files must meet the requirements set out below.**

Attachments that do not meet requirements may result in delays in processing your application.

Photo Files	Document Files
<ul style="list-style-type: none"> <li>• <b>File format:</b> jpg, jpeg or png</li> <li>• <b>File size minimum:</b> 500KB</li> <li>• <b>File size maximum:</b> 2MB</li> <li>• <b>Photo size minimum:</b> 900px wide by 1200px high</li> <li>• <b>Photo size maximum:</b> 2250px wide by 3000px high</li> <li>• <b>Aspect ratio (width to height):</b> 4:3</li> <li>• <b>Photo layout position:</b> portrait</li> <li>• <b>Photo background:</b> white</li> <li>• Photos must be in full colour</li> </ul>	<ul style="list-style-type: none"> <li>• <b>File format:</b> doc, docx, pdf</li> <li>• <b>File size minimum:</b> 10KB</li> <li>• <b>File size maximum:</b> 2MB</li> <li>• Documents must be in full colour</li> <li>• Preferred file format is pdf</li> </ul>