



### QUALIFIED MEMBERSHIP

#### TRANSLATOR

- A full CV
- Application fee of £52.88 (inc. VAT)
- Copies of **all** relevant qualifications. (Remember to include details/evidence of CPD if applicable, as per application form.)
- Signed code of conduct
- A minimum of 2 Professional Reference forms from referees who can comment on a large volume of your professional work and your ethos
- 1 Character Reference form
- Signed application form
  - Work Experience: Please complete this section of the form whether you have worked as a staff or freelance translator/interpreter, giving an overview of the volume of work you have completed to cover at least the last 3-5 years. Each language combination must be listed separately (e.g. French to English must be listed separately from English to French). Please see the Example experience breakdown table.

#### INTERPRETER

##### Ad hoc

- A full CV
- Application fee of £52.88 (inc. VAT)
- Copies of **all** relevant qualifications. (Remember to include details/evidence of CPD if applicable, as per application form.)
- Signed code of conduct
- A minimum of 2 Professional Reference forms from referees who can comment on a large volume of your professional work as an interpreter and your ethos
- 1 Character Reference form
- Signed application form
  - A breakdown of the total number of days you have worked as an interpreter

##### Conference

- as Ad hoc **but**
- for reference requirements please see Fact-sheet 003, Requirements for Membership of ITI.

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### STUDENT ASSOCIATES

- A full CV
- Membership fee for the current period
- Copies of your qualifications
- A prospectus of your course
- Signed code of conduct
- Signed application form

### ITI ACAD

- A full CV
- Application fee of £52.88 (inc. VAT)
- Copies of **all** relevant qualifications. (Remember to include details/evidence of CPD if applicable, as per application form.)
- Signed code of conduct
- A minimum of 1 Professional Reference form from a referee who can comment on a large volume of your professional work and your ethos
- 1 Character Reference form
- Signed application form
  - Work Experience: Please complete this section of the form whether you have worked as a staff or freelance lecturer, giving an overview of the volume of work you have completed to cover at least the last 3-5 years, continue on a separate sheet of paper as necessary

### ASSOCIATES

- A full CV
- Application fee of £52.88 (inc. VAT)
- Copies of your qualifications
- Signed code of conduct
- 1 Character Reference form
- 1 Professional Reference form
- Signed application form

### CORPORATE MEMBERSHIP

#### Business, Government, Education Establishments

- Application fee of £88.13 (inc. VAT)
  - Signed code of conduct
  - Signed application form
- #### Language services business, as above plus
- Copy of Terms of Business to Suppliers
  - 2 Client References
  - 3 References from freelance translators, of whom at least one is a member of the Institute

### POLICE & COURT INTERPRETERS

- Current full NRPSI registration OR Qualification to DPSI or Metropolitan Police Test or equivalent
- Application fee of £52.88 (inc. VAT)
- Signed code of conduct
- For other criteria please see Factsheet 003, Requirements for Membership of ITI
- Signed application form