



Utah Certified Deaf Interpreter Examination Packet



Everything you need to know about the UCDI examination process



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UCDI Check List ✓

✓	To-do
	Sign up for a UIP account at https://jobs.utah.gov/usor/uip/index.html
	Optional: Follow UIP on Facebook https://www.facebook.com/groups/dsdhh.uip to get updates, tips, support other interpreters and receive other non-critical information
	Schedule the Utah Certified Deaf Interpreter Exam
	Optional: Schedule and take the Utah Certification Mock exam
	Optional: Review and share mock exam with mentor/teacher
	Optional: Sign up for mentoring from UIP or another organization/individual
	Take Utah Certified Deaf Interpreter Exam
	Didn't pass? - Study, practice, get feedback, and try again!
	Passed? Celebrate and keep going!
	Schedule the Utah Certified Deaf Interpreter Knowledge exam
	Study recommended reading/video materials
	Optional: Borrow study materials from UIP
	Optional: Take Mock Knowledge Exam
	Take the Knowledge exam
	Didn't pass? - Study, practice, get feedback, and try again!
	Passed? Sign your contract and CELEBRATE - You are now a UCDI!

All the Details: Becoming a Utah Certified Deaf Interpreter (UCDI)

Congratulations on beginning your interpreter certification journey by working to become a Utah Certified Deaf Interpreter. Utah has a long and rich history of setting standards and certifying high quality interpreters. In fact, Utah was the very first state to offer an ASL interpreter certification test. We were also the first state to pass a law requiring the certification of ASL interpreters.

At UIP, we are committed to continuing that strong tradition through our rigorous and fair examination process. Please use the information in this packet as a guide through that process. If you have any questions, please reach out to UIP@Utah.gov.



Your Utah Interpreter Program Account

Your UIP account is your gateway to sign up and pay for exams, monitor certification(s) status, request recognition of other certifications, and submit Continuing Education Hours (CEHs).

If you have not already, it's easy to sign up for a UIP Account at <https://jobs.utah.gov/usor/uiip/index.html>! When you get to the main screen, you'll see a button to Login/Create an account. Click the button and follow the steps to create an account.

Tips for creating your account:

- Use an email address that you will check regularly

This email address is the primary way UIP will contact you. Important communications about your certification will come to this email address; we don't want your certification renewal to get lost in a throwaway or inaccessible account.

- If possible, use a personal email address instead of a work or educational institution address

People often lose access to their UIP account or do not receive critical information when they leave their workplace or educational institution because they no longer have access to the email address associated their UIP account.

Avoid using a .gov or USDB email address; these can create additional difficulties with account creation and ongoing usage.

Once you are certified, this will be the email address that (if you choose to make it public) will be displayed on the certified interpreter list on the UIP website.

- Creating a UIP account also creates a UtahID account. The State of Utah allows users to have multiple UtahID accounts, so don't worry if you already created another UtahID account for a different purpose.



Resources

UIP and our interpreting community offer resources for both emerging and professional interpreters seeking to increase their skill and knowledge. UIP offers mentoring and a mock performance exam. You can join the UIP Facebook page, <https://www.facebook.com/groups/dsdhh.uip> to find workshops and a community of practice. We also encourage you to seek other resources from the at-large professional community to help you develop as an interpreter. Our Utah interpreting community is stronger when colleagues are actively engaged in supporting and sharing information with each other. We hope you will both learn from and support your colleagues.

Mentoring

UIP offers limited mentoring opportunities on a first-come-first-serve basis. Our interpreting team has over 100 years of combined interpreting and mentoring experience. We mentor both emerging and professional interpreters seeking opportunities to improve their skill or reflect/debrief about their work in a confidential manner.

As a practice, mentors at UIP do not mentor “to a test” – neither to the Utah performance exam or to any of the other quality assessment and professional certificates the State of Utah recognizes. We mentor for skill building, ethical decision making, and self-reflection. We will work with you to assess your goals, mix in our professional observations, and scaffold you with the support to become the interpreter you want to be.

Mentoring is provided at no cost; however, as UIP resources are limited, we ask that anyone signing up for mentoring commit to meet weekly with a mentor and complete assigned tasks. If you are unable to follow through with this commitment, we ask that you communicate your intentions so we can assign resources to other interpreters seeking support.

If you are interested in working with a mentor, please reach out to UIP@utah.gov to check availability.

Mock Performance Exam and Mock Knowledge Exam

We know that any examination process can be stressful and we want to see you achieve your very best results when you take the exam. To support this, UIP offers Mock exams. These practice exams simulate the experience of taking either the performance exam (with different stimulus material, of course) or the knowledge exam (with different questions).

After you have paid for a performance exam, you can sign up for a mock performance exam at no cost. Once your mock performance exam is complete, you will be sent a link to your exam. You are welcome to review your videos and self-assess, and if you choose, share your videos with a colleague, teacher, peer, or mentor. Once you have paid for a knowledge exam, you can sign up for a mock knowledge exam at no cost. The benefit to taking the mock knowledge exam is practicing for the exam. You will not receive any recording of your mock knowledge exam.



Mock Exam Locations

Exams are given at:

Sanderson Community Center of the Deaf and Hard of Hearing
5709 South 1500 West • Taylorsville

OR

South Center (by special arrangement)
1067 E. Tabernacle, Suite 10 • St. George



To sign up for a UCDI Mock Exam, please contact UIP at UIP@Utah.gov. We will work with you to schedule your mock exam.

Other Community Resources

UIP is not the only place you can get support. Seek out professional development support from local and national organizations, interpreter training programs, other interpreters, and online forums and groups. Our Utah interpreting community is vibrant and supportive: ask peers, teachers, or mentors for their recommendations. Regardless of where you go next, we hope you'll embrace lifelong learning and support others on their journeys as well.

The Performance Exam and Locations

We are proud of the fair and rigorous exam process the State of Utah has implemented. When you pass a performance exam, you know that you have reached a significant milestone on your journey. Passing means you have completed the first step toward becoming a certified interpreter.

Exams are given at:

Sanderson Community Center of the Deaf and Hard of Hearing
5709 South 1500 West • Taylorsville

OR

South Center (by special arrangement)
1067 E. Tabernacle, Suite 10 • St. George



Schedule a Deaf Interpreter Performance Exam

To schedule your performance exam, sign in to your UIP Account, select UCDI Performance Exam, select an available timeslot, and pay for the exam.

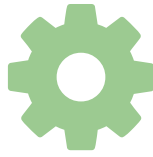
Format

The UCDI performance exam format is recorded video and text/documents. You will be escorted to a private room where your interpretation of the video and text source material will be recorded. You should plan for up to three hours to complete all five components for the Deaf Interpreter performance exam:

- **Component One – Teaming with a Novice Interpreter:** You will interpret in a one-on-one or small group interactive setting with a hearing interpreter who is new to working with Deaf Interpreters, and/or holds a Utah Novice Certification.
- **Component Two – Teaming with a Professional Interpreter:** You will interpret in a one-on-one or small group interactive setting with a hearing interpreter who has experience working with a Deaf Interpreter and holds a Utah Professional Certification.
- **Component Three – Sight Translation:** At the end of the teaming with a Professional Interpreter component, you will be given a document to translate. You will translate the document in a manner that meets the linguistic needs of the deaf participant from the Teaming with a Professional Interpreter component.
- **Component Four – Audience Interpreting:** You will provide audience interpreting for a spoken English presentation. A hearing team interpreter will be interpreting for the English presentation to the audience. During audience participation, you will interpret comments and questions from the audience to provide visual access for all participants.
- **Component Five – Low Vision Interpreting:** You will interpret for a presentation presented in ASL. The participant has specific vision needs and is unable to access the presentation directly from the speaker. You must interpret in a manner that meets the vision needs of the participant. The presentation includes slides and a video. You are expected to make decisions throughout the presentation to make sure visual elements are incorporated into the interpretation.

The Deaf Interpreter performance exam combines interactive settings that vary in the level of control and may have a high level of complexity and sensitivity. Scenarios and topics are based on the needs of the local community and common interpreting settings at professional level standards.

You must pass all five components of the performance exam in the same attempt to be awarded certification. If you do not pass all five components, you may retake the exam.



Exam Preparation Time and Materials

Before each component, you will be given an opportunity to “meet” the presenter/participants and learn a little about the topics you will be interpreting. This will be done through video and printed documents. After viewing the component preparation materials, you will be escorted to the testing room where you will take that component. When you have completed the component, you will prepare for the next component. You will do this until all five components are complete.

Raters

Your exam will be evaluated by a team of raters consisting of Certified Deaf Interpreters. Each member of the rating team is trained to observe and evaluate specific aspects of your interpreting work based on predetermined rating criteria. Raters work independently of each other to evaluate your interpreting performance exam. The results are then compiled to determine the overall outcome.

Rating Criteria

Team with a Novice Interpreter	
Criteria	Description
Language	The interpreter demonstrates native competence in ASL, including spontaneous use of pragmatic and sociolinguistic features of ASL.
Processing	The interpreter demonstrates the ability to receive, process, and deliver information while maintaining composure and effectively managing the flow of information.
Presence	The interpreter’s demeanor and appearance reflect professional standards.
Participant Needs	The interpreted message is appropriately reformulated to effectively meet the experiential, cultural and linguistic needs of the participant(s).
Teaming	The deaf participant’s message is relayed in a manner that demonstrates consideration of the interpreting team while working together to provide a culturally and linguistically equivalent message.
Affect and Intent	The interpretation consistently conveys both the Deaf participant’s affect appropriately and intent accurately.
Equivalence of Content	The content of the main points and supporting details of the feed to the team interpreter is equivalent.
	The content of the main points and supporting details to the Deaf participant is equivalent.

Team with a Professional Interpreter

Criteria	Description
Language	The interpreter demonstrates native competence in ASL, including spontaneous use of pragmatic and sociolinguistic features of ASL.
Processing	The interpreter demonstrates the ability to receive, process, and deliver information while maintaining composure and effectively managing the flow of information.
Presence	The interpreter's demeanor and appearance reflect professional standards.
Participant Needs	The interpreted message is appropriately reformulated to effectively meet the experiential, cultural and linguistic needs of the participant(s).
Teaming	The deaf participant's message is relayed in a manner that demonstrates consideration of the interpreting team while working together to provide a culturally and linguistically equivalent message.
Affect and Intent	The interpretation consistently conveys both the Deaf participant's affect appropriately and intent accurately.
Equivalence of Content	The content of the main points and supporting details of the feed to the team interpreter is equivalent.
	The content of the main points and supporting details to the Deaf participant is equivalent.

Sight Translation

Criteria	Description
Sight Translation: Participant	The translated message is effectively reformulated to meet the experiential, cultural, and linguistic needs of the participant.
Sight Translation: Equivalence	The content of the main points and supporting details in the translated message are equivalent.
Sight Translation: Discourse	The interpreter uses effective discourse markers to frame, reference, and organize the information throughout the delivery of the message.

Audience Interpreting

Criteria	Description
Processing	The interpreter demonstrates the ability to receive, process, and deliver information while maintaining composure and effectively managing the flow of information.
Presence	The interpreter's demeanor and appearance reflect professional standards.
Audience: Pace & Space	The interpreter uses appropriate signing pace and space throughout the interpretation that is readable from a distance for a large deaf audience.
Audience Indicators	The interpreter clearly indicates who is commenting by name/name sign, description, or location and reformulates as needed for a mixed deaf audience.
Affect & Intent	The interpretation consistently conveys both the deaf participant's affect appropriately and intent accurately.
Equivalence	The content of the main points and supporting details in the mirrored message from deaf participants to the deaf audience is equivalent.

Low Vision with Media	
Criteria	Description
Language	The interpreter demonstrates native competence in ASL, including spontaneous use of pragmatic and sociolinguistic features of ASL.
Processing	The interpreter demonstrates the ability to receive, process, and deliver information while maintaining composure and effectively managing the flow of information.
Presence	The interpreter's demeanor and appearance reflect professional standards.
Participant: Pace & Space	The interpreter uses appropriate signing pace and space throughout the interpretation that is readable from a distance for a large deaf audience.
Media: Video	The interpreter consistently demonstrates the ability to fully prioritize elements from the video segment which results in a comprehensible and visually descriptive message throughout the interpretation that includes background, action, and referents.
Environmental & Presentation Content	Environmental information and visual elements from the presentation are fully prioritized within the interpretation.
Affect & Intent	The interpretation consistently conveys both the deaf participant's affect appropriately and intent accurately.
Equivalence: Interpreted Message to Low Vision Deaf Participant	The content of the main points and supporting details in the interpreted message from the deaf presenter/audience to low vision participant is equivalent.

Results

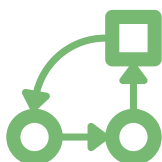
We know you are anxious to receive your results. We are anxious to get them to you as quickly as possible. Exam results are typically delivered within eight to twelve weeks. If you have not received your results after twelve weeks, please reach out to UIP at UIP@utah.gov.

Detailed Results Report

As part of your results, you will receive a Detailed Results Report (DRR). This will provide additional insight into the patterns raters saw in your interpretations. Whether you pass or not, this information can support you as you continue to improve the equivalence and quality of your interpreting work. You are welcome to share your DRR with a mentor, teacher, peer, or anyone else you feel will support you on your journey.

Retesting

If you don't pass all components, you may retake the exam. You can take the exam up to four times in a twelve-month rolling period. You can apply to retake the exam as soon as your previous exam results are received, but you may not attempt the performance exam more than four times within a twelve-month time frame.



Passing Results

Congratulations! Remember to celebrate passing the Utah Certified Deaf Interpreter performance exam as a milestone on your journey to be the best interpreter you can be!

The Knowledge Exam

The final component of the UCDI exam process is the Knowledge exam. This consists of a 20-question exam that is taken on a computer. You will watch the question in ASL, then record your answer in ASL. This will be repeated until all questions have been answered.

You will have up to two hours to complete the exam. This exam evaluates your knowledge of the interpreting profession and may include, but is not limited to:

- Ethics (40%)
- Interpreting (20%)
- Deaf and United States Culture (20%)
- American Sign Language and English linguistics (10%)
- History and laws impacting the Deaf and interpreting communities (10%)

Upon completion of the exam, your answers will be evaluated and scored. This process can take up to 3 weeks. A passing score is 80%.

Knowledge Exam Locations

Exams are given at:

Sanderson Community Center of the Deaf and Hard of Hearing
5709 South 1500 West • Taylorsville

OR

South Center (by special arrangement)
1067 E. Tabernacle, Suite 10 • St. George



To schedule the UCDI Knowledge Exam, sign in to your UIP Account, select Knowledge exam, select an available time slot, and pay for the exam.





Study for the UCDI Knowledge Exam

The recommended reading/video materials for the Knowledge exam include:

- *You Want to Be an Interpreter* by Janice H. Humphrey
- *Audism Unveiled* (DVD) by Benjamin Bahon
- *Introduction to American Deaf Culture* by Thomas K. Holcomb
- *Encounters with Reality: 1001 Interpreter Scenarios* by Brenda Cartwright
- *Sign Language Interpreting: Exploring Its Art and Science* by David A. Stewart, Jerome Schein, and Brenda Cartwright.
- *Mask of Benevolence: Disabling the Deaf Community* by Harlan Lane

[Audism](#): Youtube video by Benjamin Jarashow

[ASL Folklore](#): Youtube video by Benjamin Jarashow

[Black ASL](#): Youtube video by Dr. Joseph Hill

[Signing Black in America](#): Youtube video by The Language and Life Project

[RID Code of Professional Conduct](#)

Utah Interpreter Program [Policy and Procedures Manual](#)

[Utah Interpreter Law](#)

Study Materials

UIP has a limited number of study materials available for loan to help you prepare for the Knowledge exam. After you have paid for the exam and have scheduled a date, you may request to borrow study materials for up to thirty days if they are available. Contact uip@utah.gov to check the availability of study materials.

If you borrow UIP study materials, please return them promptly (preferably, bring them with you when you take the Knowledge exam). There is often a waiting list for these materials, and we want to assist as many candidates as possible. The materials available for loan include:

- *You Want to Be an Interpreter* by Janice H. Humphrey
- *Audism Unveiled* (DVD) by Benjamin Bahon
- *Introduction to American Deaf Culture* by Thomas K. Holcomb
- *Encounters with Reality: 1001 Interpreter Scenarios* by Brenda Cartwright



Retesting: If you don't pass the Knowledge exam, you can take it again after a seven-day waiting period. Retesting requires a new application and examination fee.

Passing Results

Congratulations! Remember to celebrate passing the Utah Deaf Interpreter Knowledge exam as a milestone on your journey to be the best interpreter you can be!

Passing both the Performance and Knowledge exam demonstrates the skills, knowledge, and judgement to be able to facilitate communication in almost any situation, including more complex, technical or specialized situations. It also means that you bear a heavy responsibility of professionalism to the local Deaf community, as well as the interpreter and other consumer communities. Thank you for seeking to serve in this way.

You aren't a Utah Certified Deaf Interpreter (UCDI) quite yet however. There is one thing left for you to do before you can interpret as a certified interpreter. You must first sign your contract.

You Passed! Now What?

First things first, after receiving your passing results, you must sign in to your UIP account and sign your contract. Signing this contract confirms you understand

1. how to maintain your UCDI over the next 4 years
2. the expectation to adhere to the RID Code of Professional Conduct
3. the expectation to stay knowledgeable of Utah laws and policies related to interpreting



You have two weeks to sign your contract. After your contract is processed, UIP will mail your official certification card and certificate.

It is time to celebrate again – your certification is official!



Maintaining Your Certification

Your UCDI certification requires renewal every year.

To renew your certification, pay the annual renewal fee in your UIP account. Every 4 years you must also document eighty (80) annual continuing education hours (CEHs) in your UIP account. You can earn CEHs by:

- attending workshops/training that explicitly state they offer Utah CEH or RID CEU
- completing academic coursework (requires pre-approval)
- completing other trainings that benefit interpreters (requires pre-approval)

Find more information on earning and receiving pre-approval for CEHs in the Policies Governing the Certification of ASL Interpreters (the Policy and Procedure Manual) at: <https://jobs.utah.gov/usor/uiip/index.html>

Continuing Education

While there is no need to advance your certification beyond the UCDI, we encourage you to continue develop your skill and ability as it relates to interpreting. Continuing education, workshops, self-assessment, seeking feedback, and of course, real-world interpreting experience and debriefing with a mentor are all good ways to continually improve. And throughout your journey in interpreting, keep working, learning, and enhancing your skillset so you can provide the highest quality interpreting to the communities you serve.



Questions or comments?
Contact us at UIP@utah.gov