AMERICAN SIGN LANGUAGE/ENGLISH INTERPRETING ADMISSION, MONITORING, AND EXIT PROCEDURES
BLOOMSBURG UNIVERSITY
BLOOMSBURG, PA

PROCEDURES

Students desiring to graduate with a Bachelor of Science degree in ASL/English Interpreting should familiarize themselves with this document. Questions concerning the procedures should be directed to the student's advisor or the Program Coordinator of the ASL/English Interpreting Program. The following are admission, monitoring and exit procedures and requirements for <u>all</u> students who major in ASL/English Interpreting at Bloomsburg University. In setting these requirements, attention was given to all national standards and criteria for interpreter candidates.

ADMISSION TO CANDIDACY

Students must submit complete packets for application no sooner than the completion of 48 credits and no later than the completion of 60 credits. Transfer applicants will complete their packet at a later date to be established once accepted into the major. The faculty of the American Sign Language/English Interpreting Program will review the packets. Enrollment in upper division interpreting coursework (300 and 400 level courses) is contingent upon completion of a complete packet and an ASLPI score of 2 or higher.

For admission to candidacy, the student must:

1. Possess a general education grade point average of 2.00 or higher in general education courses.

2. Possess an overall cumulative grade point average of 3.0 for the ASL/English Interpreting major courses and foundation courses:
   c) ENGLISH 101 Foundations of College Writing and ENGLISH 212 Grammar and Usage
   d) COMMSTUD 103 Public Speaking
   e) INSTUDY 204 Intro to Research Writing

3. Submit an essay describing why s/he wants to be an interpreter

4. Submit a resume that includes:
   a) Personal interests
   b) Special skills with people
   c) Experiences with the Deaf population and community service
   d) Record of observation hours since admission to Bloomsburg University
   e) Membership in local and national professional interpreting organizations

5. Complete a formal interview with the faculty of the American Sign Language/English Interpreting Program. During the interview, the students will be screened (using interview questions and verbal/written assessments) on the following:
    a) Knowledge about interpreting
    b) Personal ethics related to interpreting
    c) American Sign Language skills
        i. The American Sign Language Proficiency Interview (ASLPI) screening will be conducted by a panel of Deaf raters at the end of ASL IV. This screening is mandatory. Students are required to earn a level 2 score to proceed toward admission in the major. The students are responsible for the cost of the screening. If students do not achieve the level 2 score, but score a 1 or 1+, they may retake ASL III and IV again and/or take the screening again at their own cost, **which may delay graduation date matriculation.**
    d) English skills
    e) Translation capacity
    f) Comprehension

Students must submit completed packets to their faculty advisors during the scheduled time for receiving applications. **No partial packets will be accepted**. The American Sign Language/English Interpreting faculty will review the packets, interview the students during the spring semester, and make recommendations regarding admission to the program. Students will be informed, by letter, of their entrance status within three weeks after receipt of their ASLPI interview.

MONITORING
All American Sign Language/English Interpreting students must:
1. Complete all areas of specialization course with a grade of "C" or better and an area of specialization grade point average of 3.00 or better. Any courses within the major receiving a grade of "C-" or below must be repeated. Note: The University limits the number of courses that can be repeated in accordance with PRP #3452.
2. Maintain an overall cumulative grade point average of 2.00 or better in general education courses. Any student falling below the appropriate grade point average will be placed on ASL/English Interpreting Program Probation for one semester. Students paced on ASL/English Program Probation will have one semester to reestablish the required GPA, or they will be dismissed from the American Sign Language/English Interpreting Program. Students may remain in the department for one additional semester after dismissal from the American Sign Language/English Interpreting Program so that they can determine another program area of study.
3. Attend the program's mandatory meeting (one each year) at which the ASL/English Interpreting Program expectations are reviewed and

subsequently the student signs off (as documentation) that s/he is aware of the ASL/English Interpreting Program expectations.

4. Maintain a professional attitude and appropriate demeanor during class time.
5. Successfully continue immersion experiences meeting all the ASL/English Interpreting Programs expectations as noted in course outlines (e.g. attending events related to interpreting and deafness).
6. Maintain contact with their advisors each semester.

Protocol for Student Intervention as a Result of Student Failure to Meet ASL/English Interpreting Program Expectations

In the instance where documented concern arises regarding a student, as a result of either the 1) Admission to Candidacy Process or 2) Monitoring Process associated with admitted candidates, an intervention will be initiated with the student by the Program Coordinator. If the issue is not resolved, then the student will be referred to the Chairperson of the Department of Exceptionality Programs.

Eligibility for Practicum (ASLTERP 480)

Eligibility for practicum will be determined during the scheduling period prior to the practicum semester. Practicum eligibility is contingent upon:

1. Successful completion of the Admission to Candidacy Procedures previously described.
2. Successful completion of the ASL/English Interpreting Program Monitoring Procedures previously described.
3. Possession of an overall cumulative grade point average of 2.0 or better and an area of specialization grade of 3.0 or better for all courses in the ASL/English Interpreting Major.
4. Possession of professional liability insurance. The policy must remain in effect for the duration of the practicum assignment.
5. Possession of a professional resume.
6. Possession of personal business cards.
7. Possession of workable/professional payment invoices.
8. Possession of a professional video portfolio.
9. Successfully passing the Registry of Interpreters for the Deaf, Inc. National Interpreter Certification Knowledge Exam (written test).

Competency in Practicum (ASLTERP 480)

Upon completion of the practicum, all American Sign Language/English Interpreting students must have:

1. A written evaluation by co-operating mentor(s).
2. A completed log and digital journal of the hours and experiences gained during practicum (posted on the Bloomsburg Online Learning and Teaching learning management system).
3. Documentation of weekly contact with the university supervisor(s).
4. A grade of a C or better.

EXIT CRITERIA

To graduate with a Bachelor of Science degree in American Sign Language/English Interpreting, all American Sign Language/English Interpreting students must have:

1. A cumulative grade point average in general education courses of 2.0 better.
2. An area of specialization grade point average of 3.00 or better.
3. Successful completion of all required courses for the area of specialization with a letter grade of C or better.
4. Successful completion of Practicum (ASLTERP 480) with a letter grade of C or better.
5. Successfully passing the Registry of Interpreters for the Deaf, Inc. National Interpreter Certification Knowledge Exam (written test).

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