

T&I CERTIFICATE PROGRAM (Aug 9 Cohort)

(Revised March 8, 2005)

GENERAL INFORMATION

(A) All student entering the program are required to take seven courses (21 units):

1. T&I 201 Intensive Grammar
2. T&I 301 Socio-cultural Foundation of Language
3. T&I 302 Theory and Technique in T&I
4. T&I 316 Medical Translation: Anatomy
5. T&I 318 Medical Translation: Diseases
6. T&I 413 Legal Translation, and
7. T&I 414 Legal Interpretation

(B) Each course is 5 weeks long; and meets twice a week (MW or TTh) from 5:30pm-10:05 pm. Each course carries 3 units.

The tuition is \$441/course. The total tuition cost for the 21 units is \$3,087.

There is a \$100 registration fee each semester in which the student is registered.

(C) **To apply to the program**, request an application packet from Marlene Chavez (mchavez@nhu.edu). Send the following application documents to Carmela Hernandez (chernandez@nhu.edu):

1. Completed application form
2. Application fee of \$50.00
3. Enrollment agreement (after you are accepted into the program)
4. A copy of your high school transcripts (your school must mail it directly to NHU)
5. One letter of recommendation
6. A statement of purpose (explaining why you wish to join the T&I program).

Our next program starts on August 9, 2005. In order to be considered, you must have submitted all application documentation by Sep 15, 2005.

(D) **To register for a class:** After you receive a letter of acceptance, fill out a registration form with the appropriate information (course section, course #, course name, number of units, instructor's name, etc.) contained in the NHU Class Schedule for each semester.

See your coordinator (Dr. George Guim, gguim@nhu.edu, 408-273-2765) if you need advising. Have him sign the registration form. Then take the form to the Business Office to make your tuition payment. To see if you qualify for financial aid, talk to Takeo Kubo (tkubo@nhu.edu) or Cindy Pelayo (cpelayo@nhu.edu)

(E) The **cost of books and materials** is approximately \$100 per course. In addition, students should purchase a good English/Spanish and Spanish/English dictionary, a dictionary of synonyms and antonyms, a thesaurus, and two tape-recorders: one (with headphones) for playing and one for recording.