

**T&I CERTIFICATE PROGRAM
INFORMATION SHEET**

Cohort Start date: Jan 7, 2008 (Revised Nov 26, 2007)

(A) Program Curriculum and course information:

1. All students entering the program are required to take seven courses (21 units):
 - a. T&I 205 Syntax and Discourse Analysis I (Jan 7-Feb 11) (No class on Jan 21) Guim
 - b. T&I 305 Translation Theory and Technique I (Feb 25- Mar 26) Guim
 - c. T&I 306 Interpretation Theory and Technique I (Apr 7- May 5) Guim
 - d. T&I 413 Legal Translation (Spring 2008) de la Torre
 - e. T&I 414 Legal Interpretation (Spring 2008) de la Torre
 - f. T&I 316 Medical Translation: Anatomy (Fall 2008) Dickerson
 - g. T&I 318 Medical Translation: Diseases (Fall 2008Fall) Dickerson

2. All courses are 5 weeks long, meet on MW or TTh from 5:30pm-10:05 pm, and each one carries 3 units of credit. Tuition is \$586/course.

(B) Total tuition cost for the 21 unit program is \$4,102. Registration fee is \$100 for *each* semester in which the student is enrolled.

(C) Minimum entrance requirements:

1. High school diploma or equivalent (GED).
2. Must be fluent in English and Spanish.
3. Pass English and Spanish placement exams.
 - a. Call George Shamsayooadeh at 273-2762 to schedule a time to take the Placement Examinations (English and Spanish grammar exams, and knowledge of English and Spanish vocabulary and translation).
 - b. Call George Guim (273-2765), the T&I program director, to find out about exam results.

(D) Application process:

1. Assemble application packet. Go to NHU website, click Future Students, and request an application packet.
2. Fill out application form and send, along with the following documents, to Carmela Hernandez (chernandez@nhu.edu) in Admissions:
 - a. Completed application form
 - b. Application fee of \$50.00
 - c. One letter of recommendation
 - d. A statement of purpose (explaining why you wish to join the T&I program)
 - e. A copy of your high school transcripts (your school must mail it directly to NHU)

(E) Deadline: In order to be considered for the Jan 7, 2008 program, you must start application process no later than **Jan 3, 2007**.

(F) You will be notified, by mail or telephone, that you have been accepted into the program. At this point, e-mail or call Dr. Guim to set up an appointment to fill out your registration form.

(G) Financial Aid: Contact Takeo Kubo (tkubo@nhu.edu) to see if you qualify for financial aid.

(H) Cost of books and materials is approximately \$100 per course. Buy *An Auto-Instructional Text in Correct Writing, Second Edition, Form B* (Butler, Hickman, and Overby) ISBN 0-669-02484-8. The text is no longer in print; you may find used copies at Amazon.com. Start reading Chapters 1 to 7 in preparation for T&I 205.