

This is an amendment to 16.28.3 NMAC, Section 11 effective 7/31/2023.

16.28.3.11 APPLICATION FOR LICENSURE:

A. An application for any license to be issued or renewed by the board shall be made on the official form provided by the board for that purpose.

B. All applications for licensure must include:

- (1) a completed and signed application;
- (2) applicant name;
- (3) proof of age indicating applicant is at least eighteen years of age (copy of birth certificate, driver's license, state issued identification card, or baptismal certificate);
- (4) mailing address;
- (5) business address;
- (6) phone number;
- (7) non-refundable application fee as required by the board;
- (8) photograph: applicants for original licensure shall attach a recent color photograph, front-view of face.

C. An application for a community signed language interpreter license must also include:

~~(1) a copy of the applicant's current RID membership card or~~
~~(2) verification letter from the RID member portal showing that the applicant holds one or more certifications recognized by RID at the time of application for licensure with the exception of educational certificate: K-12 (ED-K-12); or~~
~~(3) a copy of the applicant's current BEI card showing one of the following certifications:~~
~~(a) BEI Advanced;~~
~~(b) BEI Master;~~
~~(c) BEI IV;~~
~~(d) BEI V;~~
~~(e) BEI Level IV Intermediary;~~
~~(f) BEI Level V Intermediary and;~~
~~(4) a copy of the applicant's current RID membership card or verification letter from the RID member portal showing that the applicant is an associate member for purposes of tracking continuing education units (CEU) requirements through the associate continuing education tracking (ACET) program as outlined in Subsection A of 16.28.2.9 NMAC.~~

~~**D.** An application for an educational signed language interpreter license must also include: proof of educational interpreter performance assessment (EIPA) rating of 4.0–5.0 and a copy of the applicant's current RID membership card or verification letter from the RID member portal showing that the applicant holds the ED: K-12 certified member status by virtue of EIPA rating; or a copy of the applicant's current RID membership card or verification letter from the RID member portal showing that the applicant holds one or more certifications currently recognized by RID, or proof of an educational interpreter performance assessment (EIPA) rating of 4.0–5.0, proof of passing the EIPA Written test, proof of satisfying the RID educational requirements, and a copy of the applicant's current RID membership card or verification letter from the RID member portal showing associate membership status.~~

~~**E.** An application for a provisional signed language interpreter license must also include: proof of completion of an interpreter education program or interpreter preparation program at an accredited institution; or proof of employment as a community signed language interpreter or an educational signed language interpreter at the time the act became effective (June 15, 2007) and after the applicant reached the age of (18); and a copy of the applicant's current RID membership card or verification letter from the RID member portal showing that the applicant is an associate member for purposes of tracking continuing education units (CEU) requirements through the associate continuing education tracking (ACET) program as outlined in Subsection B of 16.28.2.9 NMAC. In lieu of proof of completion of an interpreter training program, deaf applicants may submit proof of satisfying the training requirement established by RID to take the certified deaf interpreter (CDI) written exam. If the applicant provides proof of completion of an interpreter education program or interpreter preparation program more than one year prior to their application for a provisional license, they must also submit a résumé and one professional letter of reference from an employer, internship supervisor, mentorship director, graduate school, or other applicable source~~

documenting continued involvement in interpreting or the deaf community since the time of completion of the program.

F. If an applicant submits an incomplete license application they will be requested to submit any missing documentation; failure to do so within six months of receipt of the original application will result in the application file being closed. After the file has been closed, the applicant will be required to submit a new application and application fee to apply again.

G. “Electronic Applications” In accordance with Section 14-16-1 thru 14-16-21 NMSA 1978 of the Uniform Electronic Transactions Act, the board or its designee will accept electronic applications.

(1) Any person seeking a New Mexico signed language interpreting license may do so by submitting an electronic application. Applicants are required to also submit all required information as stated in 16.28.3.11 NMAC.

(2) Any licensee may renew their license electronically through a designated website provided by the board. All license holders renewing their signed language interpreting license are also required to submit all documentation as stated in 16.28.3.17 NMAC.

(3) Any person whose license has been expired may apply electronically to the board for renewal of the license at any time within 60 days of the expiration. Any persons seeking renewal are also required to submit all supporting documents as stated in 16.28.3.17 NMAC.

(4) Any person whose license has been lapsed may apply electronically to the board for reinstatement of the license at any time. Any persons seeking reinstatement are also required to submit all supporting documents as stated in 16.28.3.17 NMAC.

H. “Electronic Signatures” Electronic signatures will be acceptable for applications submitted pursuant to Sections 14-16-1 through 14-16-19 NMSA 1978.

I. “Administrative Errors” In the event that a community or educational license is issued due to an administrative error, and if the Interpreter is qualified for a provisional license, the permitted five years for the provisional license shall begin at the time of the issuance of the erroneously issued license.]

(1) proof of current RID certified status showing that the applicant holds one or more certifications recognized by RID at the time of application for licensure with the exception of education certificates: K-12 (ED K-12); or

(2) a copy of the applicant’s current BEI card showing one of the following certifications:

- (a)** BEI Advanced;
- (b)** BEI Master;
- (c)** BEI IV;
- (d)** BEI V;
- (e)** BEI Level IV Intermediary;
- (f)** BEI Level V Intermediary and.

D. An applicant for educational signed language interpreter license must include:

(1) proof of educational interpreter performance assessment (EIPA) rating 4.0 - 5.0; and

(2) proof of current RID certified member status showing that applicant holds the ED: K-12 certified member status by virtue of EIPA rating; or

(3) proof of current RID certified member status showing that applicant holds one or more certifications currently recognized by RID; or

(4) proof of an educational interpreter performance assessment (EIPA) rating 4.0 – 5.0, proof of passing the EIPA written test, proof of satisfying the RID educational requirements, and proof of current RID associate member status.

E. An application for a provisional signed language interpreters license must include:

(1) proof of completion of an interpreter education program or interpreter preparation program at an accredited institution; or

(2) proof of employment as a community signed language interpreter or an educational signed language interpreter at the time the act became effective (June 15, 2007) and after the applicant reached the age of 18; and

(3) proof of current RID associate member status for the purpose of tracking continuing education units (CEU) requirements through the associate continuing education tracking (ACET) program as outlined in Subsection B of 16.28.2.9 NMAC.

(4) in lieu of proof of completion of an interpreter training program, deaf applicants may submit proof of having completed at least 40 hours of training in topics such as fundamentals of interpreting, ethics and cultural responsiveness, and the NAD-RID Code of Professional Conduct.

(5) if the applicant provides proof of completion of an interpreter education program or interpreter preparation program more than three years prior to their application for a provisional license, they must also submit a resume and one professional letter of reference from an employer, internship supervisor, mentorship director, graduate school, or other applicable source documenting continued involvement in interpreting or the deaf community since the time of completion of the program.

F. If an applicant submits an incomplete license application they will be requested to submit any missing documentation; failure to do so within six months of receipt of the original application will result in the application file being closed. After the file has been closed, the applicant will be required to submit a new application and application fee to apply again.

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(3) Any person whose license has been expired may apply electronically to the board for renewal of the license at any time within 60 days of the expiration. Any persons seeking renewal are also required to submit all supporting documents as stated in 16.28.3.17 NMAC.

(4) Any person whose license has been lapsed may apply electronically to the board for reinstatement of the license at any time. Any persons seeking reinstatement are also required to submit all supporting documents as stated in 16.28.3.17 NMAC.

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[16.28.3.11 NMAC - N, 07/21/2009; A, 08/18/2011; A, 01/15/2014; A, 12/16/2015; A, 6/18/2017; A, 3/27/2021, A, 7/31/2023]