



Deaf and Hard of Hearing Education Interpreter/Transliterators Request for Extension-Form B

In order to process interpreter/transliterators extensions on time, **strict** adherence to the May 13 and June 3 date each year will be observed.

General Information and Instructions

Those requesting an extension are required to contact four (4) individuals for letters of support. The request for letters of support is to provide insights about the interpreter's work. Once this form is completed, send it directly to the Minnesota Department of Education: Deaf and Hard of Hearing. Upon final review, the educational interpreter will be notified by the Commissioner of the Minnesota Department of Education (MDE). You can attach your letters to this form.

A. Educational interpreter/transliterators name _____

B. Please check one

- Mentor with whom the interpreter has worked.
- Parent/guardian of a pupil the interpreter has served.
- Special Education Director of the district in which the interpreter is employed.
- Deaf and Hard of Hearing Services.

C. Your name

Name _____

Address/State/ZIP _____

Home phone/email address _____

Work phone _____

D. Extension Yes, support extension Do not support extension

1. Do you feel an extension of the provisional certificate is justified?

2. What kind of supports do you think this person needs in order to achieve certification?

Things to consider:

- The person's formal education.
- Training.
- Experience.
- Your personal interactions.

Signature

Date

All four documents should be electronically submitted to [Mary Cashman-Bakken](#), MDE State Specialist: D/HH. Email her with requests for clarification.