



Virginia Department of Motor Vehicles
 Post Office Box 27412
 Richmond, Virginia 23269-0001
 www.dmv.virginia.gov

ROAD SKILLS TEST - TRANSLATOR/INTERPRETER CERTIFICATION

PURPOSE: Use this form when a Road Skills testing applicant requires a translator or interpreter to accompany them during testing.

INSTRUCTIONS: A translator or interpreter will be given this form to complete before accompanying a road skills testing applicant.

NOTICE: A copy of the Translator's/Interpreter's Driver's Licenses must be included with this form. Translator/Interpreter must be at least 18 years old and hold a valid US driver's license.

APPLICANT INFORMATION			
APPLICANT'S NAME - <i>Last</i>	<i>First</i>	<i>Middle</i>	DATE OF BIRTH (MM/DD/YYYY)
MAILING ADDRESS	CITY	STATE	ZIP

TRANSLATOR'S/INTERPRETER INFORMATION			
TRANSLATOR/INTERPRETER'S NAME		DRIVER'S LICENSE NO.:	
MAILING ADDRESS	CITY	STATE	ZIP
DRIVER'S LICENSE INFORMATION:	US STATE WHERE ISSUED:	LICENSE EXPIRATION DATE: (MM/DD/YYYY)	

TRANSLATOR'S/INTERPRETER'S CERTIFICATION	
<p>I certify that the above information is correct; and I agree to the following:</p> <ul style="list-style-type: none"> I understand and communicate both _____ and English. <small>Language</small> I am competent to translate/interpret the two different languages to the applicant during the test. I may only communicate with the applicant to provide each set of instructions as they are given. I will communicate verbally in English any comment made by the applicant during the test. I understand what conversation is permitted during the test. I understand the first instance of prohibited communication will result in a warning and the second instance will constitute an automatic failure of the skills test. My license is valid and in good standing - not suspended or revoked. 	
TRANSLATOR'S/INTERPRETER'S SIGNATURE	DATE

APPLICANT'S CERTIFICATION	
<p>I certify that the above information is correct. Also, I understand the first instance of prohibited communication will result in a warning and the second instance will constitute an automatic failure of the skills test.</p>	
APPLICANT'S SIGNATURE	DATE

SKILLS TESTING WITH A TRANSLATOR OR INTERPRETER

Step 1

Translator/Interpreter and applicant must sign the Translation Skills Testing Form prior to the exam. The examiner reviews the instructions on the form with the Translator/Interpreter and the applicant.

Step 2

The examiner, applicant, and Translator/Interpreter meet at the road test area. The examiner ensures that the vehicle has a back seat with seat belts. The examiner gives the pre-trip instructions, and the Translator/Interpreter communicates the instructions to the applicant. The Translator/Interpreter may only speak to the applicant to translate each set of instructions as they are given and may translate any narrative given by the applicant during the skills test. Other communications between the two are prohibited, with the exception of emergency situations or perceived danger.

Step 3

During the skills test, the examiner sits in the front seat. The Translator sits in the backseat behind the applicant. If using an ASL Interpreter, the Interpreter sits in the front seat and the examiner sits in the backseat behind the Interpreter. The examiner informs the applicant and the Translator/Interpreter that instructions will be given well in advance so the Translator/Interpreter may alert the applicant before each maneuver is to be performed. The examiner reads the instructions for the skills test.

Step 4

At the conclusion of the exam, the examiner, applicant, and translator return to the office to discuss the test results.