



Accreditation for Migration Purposes

**FOR INDIVIDUALS WHO ARE APPLYING FOR MIGRATION TO AUSTRALIA
WITHIN THE TRANSLATING OR INTERPRETING PROFESSIONS**

Information Booklet

This booklet has been developed to provide an introduction to the available skills assessment pathways and will aid you in deciding on the best option for your particular circumstances.
You should read this booklet carefully before making any application.

What is NAATI?

NAATI is the national standards and accreditation body for translators and interpreters in Australia. It is the only agency that issues accreditations for practitioners who wish to work in these professions in Australia.

NAATI's Purpose

NAATI's primary purpose is to strengthen inclusion and participation in Australian society by assisting in meeting the nation's diverse and changing communication needs and expectations, through:

- setting, maintaining and promoting high national standards in translating and interpreting, and
- implementing a national quality-assurance system for credentialing practitioners who meet those standards.

NAATI credentialing provides quality assurance to the clients of translators and interpreters and gives credibility to agencies that employ practitioners who are credentialed appropriately.

About NAATI

The National Accreditation Authority for Translators and Interpreters Ltd (trading as NAATI) is incorporated in Australia under the *Corporations Act 2001*. The company is owned jointly by the Commonwealth, State and Territory governments and is governed by a board of directors, who are appointed by the owners. NAATI's main business activities are providing accreditation and other credentialing services for translators and interpreters and related activities. NAATI services are available through offices in every State and Territory of Australia and in New Zealand. The National Office is in Canberra.

The Australian Government's Skilled Migration Programme

Skills Assessment for Migration Purposes

The Australian Government's Skilled Migration programme is implemented through a partnership between government and industry. The Department of Immigration and Citizenship and the Department of Education, Employment and Workplace Relations work with industry, represented by professional migration assessing authorities, to ensure that policies and procedures for assessing the skills of prospective migrants are appropriate, transparent and do not pose unreasonable barriers to migration.

National Accreditation Authority for Translators and Interpreters Ltd (NAATI) has been specified by the Minister for Immigration and Citizenship, in accordance with the Migration Regulations 1994, as the assessing authority for the occupations of Translator (ANZSCO Code 272413) and Interpreter (ANZSCO Code 272412).

The Department of Education, Employment and Workplace Relations supported this process through its role in approving migration assessing authorities. Approval is granted to professional bodies which meet established criteria, including a commitment to support the objectives of the Skilled Migration programme and the provision of an appropriate assessment service to prospective migrants.

If you wish to apply to migrate to Australia as a Translator or Interpreter under certain visa categories, you will need to have your skills assessed by NAATI. NAATI will assess your skills as "suitable" or "not suitable" for your nominated occupation against the requirements it has established. To gain a successful skills assessment an applicant must gain **NAATI accreditation at the Professional level or higher**.

If requested, NAATI will also assess an individual's verifiable skilled employment history and the comparability of a translating or interpreting qualification to a relevant Australian qualification.

Currently the occupations of Translator and Interpreter are not listed on the Skilled Occupation List (SOL) enabling Skilled Migration. However, immigration based on the occupations of Translator and Interpreter may still be possible with the support of a State or Territory government. For more information you will need to contact the appropriate State or Territory body. At the time of publication, NAATI identified the following websites with potentially useful information in relation to state sponsorship:

Victoria	- www.liveinvictoria.vic.gov.au
South Australia	- www.migration.sa.gov.au
Western Australia	- www.migration.wa.gov.au
Queensland	- www.liveworkplay.qld.gov.au
Tasmania	- www.migration.tas.gov.au
Northern Territory	- www.migration.nt.gov.au
A.C.T	- www.business.act.gov.au/skilled_and_business_migration/skilled_migration
New South Wales	- www.business.nsw.gov.au/migration/whatsnew.asp

The Department of Immigration and Citizenship's Australian Skills Recognition Information website also provides information on working as a Translator or Interpreter in Australia - visit www.immi.gov.au/asri.

NAATI can only provide advice on applying for a skills assessment for the occupations of Translator and Interpreter or the Credentialed Community Language points.

All other questions relating to migration should be directed to DIAC - visit www.immi.gov.au for information and contact details.

Applicants seeking a skills assessment for migration purposes should ensure that they understand the requirements of the particular visa being sought. Information on visas and their requirements are available from DIAC at www.immi.gov.au.

Credentialed Community Language Points

NAATI is also the body designated to complete assessments for the Credentialed Community Language points.

The Credentialed Community Language points can be claimed based on evidence of **NAATI accreditation at the Paraprofessional level or above**, either in translating or interpreting.

Pathways to a Skills Assessment or Credentialed Community Language Points

NAATI accreditation can be achieved via a number of pathways:

Pathway	Information booklet
A. passing a NAATI accreditation test	Booklet A – Accreditation by Testing
B. successful completion of a course of studies in translation and/or interpreting at an Australian institution as approved by NAATI	Booklet B – Accreditation by Approved Australian Course
C. providing evidence of a specialised tertiary qualification in translation and/or interpreting obtained from an educational institution overseas	Booklet C - Accreditation by Overseas Qualification, Professional Association Membership or Advanced Standing -
D. providing evidence of a membership of a recognised international translating and/or interpreting professional association	
E. providing evidence of advanced standing in translating or interpreting	

The process for each pathway is detailed in the relevant NAATI information booklet (see <http://www.naati.com.au/booklets.html>), including the normal timeframes for the process.

Timeframes from the point of application to the issue of a skills assessment decision vary. Please make sure you are aware of how long the pathway you choose will take and make your application bearing this in mind.

There are limitations for each pathway on the:

- languages in which different types of NAATI accreditation can be achieved, particularly if you intend to gain accreditation by testing
- types of accreditation that can be achieved via different pathways

For information on accreditation pathways and processes and the languages accreditation is available in for a particular pathway, please refer to the appropriate information booklet on NAATI's website – www.naati.com.au.

Available Pathways

Accreditation	Suitable for		Pathways
	Skills Assessment	Credentialed Community Language Points	
Advanced Translator (Senior)	YES	YES	D, E
Conference Interpreter (Senior)	YES	YES	D, E
Advanced Translator	YES	YES	A, B, C
Conference Interpreter	YES	YES	B, C
Professional Translator	YES	YES	A, B, C, D
Professional Interpreter	YES	YES	A, B
Paraprofessional Translator	NO	YES	A
Paraprofessional Interpreter	NO	YES	A, B

Reviewing the Skills Assessment Outcome

If you are not satisfied with the assessment outcome, you can appeal the decision. Each skills assessment pathway has a different process for this. Information on each of these is available on NAATI's website (www.naati.com.au).

Reviews normally take eight weeks to process, although in exceptional circumstances it may take longer than that.

Use of an Agent

If you have appointed a person to act as your agent (for example a Migration Agent) you must complete the authorisation form that is part of the respective application forms. By appointing an agent, you are authorising NAATI to communicate with your agent regarding your assessment.

Without authorisation NAATI can only deal directly with the applicant due to privacy regulations.

Assessment of Educational Qualifications and Skilled Employment

The Department of Immigration and Citizenship (DIAC) announced changes to the skilled migration points test that took effect from July 1, 2011. The two major areas of change within skills assessments relate to points availability for overseas educational qualifications and skilled employment related to the skilled occupation. National Accreditation Authority for Translators and Interpreters Ltd (NAATI) has been specified by the Minister for Immigration and Citizenship in accordance with the Migration Regulations 1994 as the assessing authority for the occupations of Translator (ANZSCO Code 272413) and Interpreter (ANZSCO Code 272412). It is NAATI's responsibility to provide an opinion in these areas should a successful skills assessment be awarded.

Educational Qualifications

To claim points for a qualification obtained overseas, the qualification will need to be recognised as being of a standard equivalent to the relevant Australian level qualification. Individuals with a translating or interpreting qualification can choose to have this assessed by NAATI for:

Points	Description of education qualifications
20	Doctorate Degree
15	At least a Bachelor Degree
10	Australian Diploma or trade qualification
10	Award or qualification recognised by the assessing authority in the assessment of the skilled occupation

If requested by the applicant, NAATI will provide its opinion as part of the skills assessment as to the comparable Australian level qualification.

Skilled Employment

Points may be awarded for employment in a skilled occupation, either in Australia or overseas. To claim points for skilled employment, the experience must be within the applicant's nominated occupation, Translator or Interpreter. Points may be awarded on demonstration of verifiable skilled employment history undertaken in the last ten years, as follows

Points	Length of Employment Australian Skilled Employment	Length of Employment Overseas Skilled Employment
5	One year	Three years
10	Three years	Five years
15	Five years	Eight years
20	Eight years	N/A

Australian and overseas employment over the past ten years can be combined, however a maximum of 20 points can be awarded.

For the purposes of awarding points, DIAC considers skilled employment will comprise at least 20 hours employment per week.

If requested by the applicant, NAATI will provide its opinion, as part of the skills assessment, on the skilled employment claims.

Making an Application for NAATI's Opinion

If NAATI is to make an assessment of your education qualification(s) and/or skilled employment you will need to complete *Form M Application for Assessment of Educational Qualifications and Skilled Employment* in addition to the relevant skills assessment form.

How Long is an Assessment Valid for?

Each successful assessment letter will have the expiry date of the assessment clearly indicated. Generally, NAATI skills assessments are valid for three years.

Only one letter of accreditation will normally be issued. A replacement or additional copy of a letter can be provided on completion of the 'Application for Reissue of Accreditation Letter' form downloadable from www.naati.com.au.

English Language Requirements

The accreditation by overseas qualification, professional association membership and advanced standing pathways require a certain level of proficiency in English (e.g as evidenced by an IELTS test score). More information about this requirement can be found in Booklet C - Accreditation by Overseas Qualification, Professional Association Membership or Advanced Standing. Accreditation by Testing and by NAATI approved course pathways currently requires evidence of English proficiency.

Certified Copies and Translations of Documents

You will be required to provide certified true copies of documents as part of the application process. This means that an individual authorised to do so in your country must certify any copies of original documents as true copies.

Where documents are not in English, you must provide a certified copy of the original language document plus an **original** English translation of the document (please note that copies of the translation will not be accepted). Normally this translation must be carried out by a NAATI accredited translator. The signature, name, and NAATI Number of the translator must be provided on every page of the English language version, preferably as part of the NAATI Translator Stamp. Should access to a NAATI accredited translator be an issue, please contact NAATI on info@naati.com.au and NAATI will consider your circumstances and whether a translation completed by another party would be acceptable.

Please do not send original documents (except original translations of non-English language documents), as we do not return these.

NAATI will not accept certified copies and translations of documents provided by persons with a conflict of interest, for example where the person certifying or translating a document is a relative or acts as a migration agent for the applicant.

If your current legal name is not the same as that on your documents, you must provide evidence of your name change.

All submitted documents that are copies of original documents must be certified.

Processing of your application will be delayed if you send incorrect or improperly certified documents.

Please note that

1. Certified copies of an already certified document (that is, a copy of a copy) will not be accepted.
2. Certification should appear on each page of the document and should show:
 - a. the signature of the person certifying the document
 - b. the name of the person certifying the document clearly printed or evident in an official stamp
 - c. the contact details of the person certifying the document. This may be a business address, telephone number or e-mail address
 - d. where possible, an official stamp indicating the occupation/position of the person certifying the document.
3. The following classes of person are authorised to certify copies of documents:
 - a. NAATI staff member (Australia only)
 - b. An officer of an Australian Diplomatic Post
 - c. A Notary Public authorised in the country of the application
 - d. A Commissioner of Oaths (Declarations) authorised in the country of the application

- e. A Solicitor, Barrister or Judge authorised in Australia or the country of the application.
(note: each page must be signed and it will not be acceptable for the name of a law firm to appear in lieu of the actual name and signature of the person certifying your document)
- f. A Justice of the Peace authorised in Australia or the country of the application.

Assessment of your application **will not proceed** if you submit copies of documents where the person certifying the copy is not one of those listed or where the above requirements are not met.

NAATI Privacy Policy

NAATI is committed to protecting the privacy of personal information. Personal Information collected by NAATI, like other agencies operating in Australia, is protected by the Privacy Act 1988 and associated legislation. NAATI adheres to the National Privacy Principles contained with the Privacy Act 1988 which regulate how organisations may collect, use, disclose and store personal information and how individuals may access and correct personal information held about them.

NAATI's Privacy Policy is intended to inform people who deal with NAATI, particularly applicants for NAATI products and services, about:

- the kind of 'personal information' that NAATI may gather;
- how that information may be used;
- how that information may be shared or disclosed;
- the choices individuals have regarding NAATI's use of their personal information; and
- how individuals may correct personal information held by NAATI about them.

For more information please see http://www.naati.com.au/PDF/Misc/Privacy_Policy.pdf