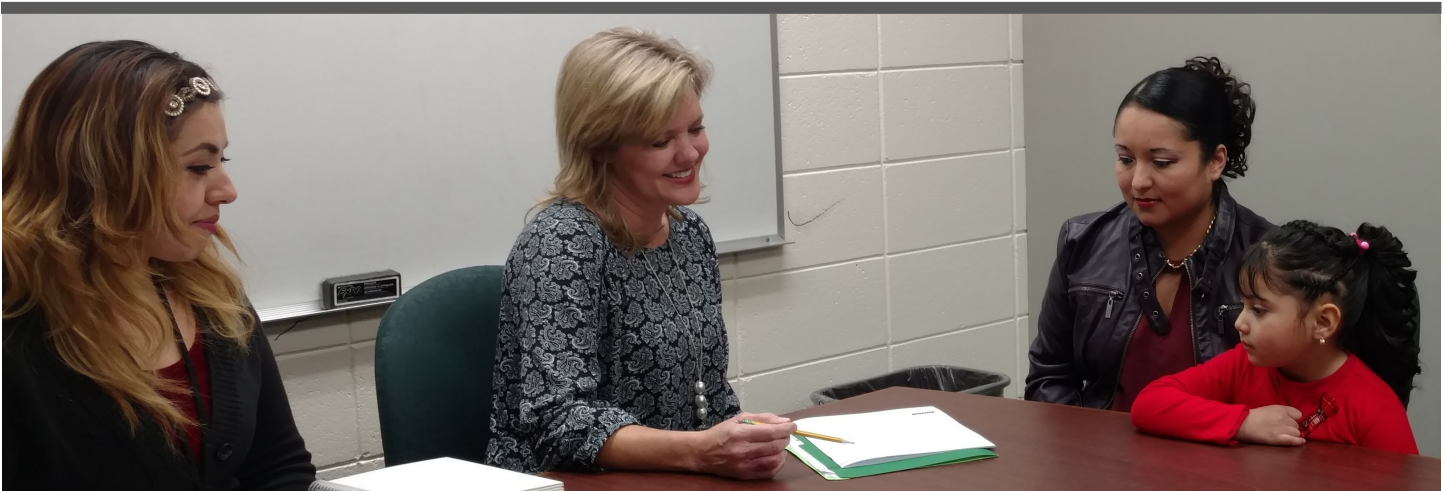# Special Education Interpreting

Topics Relevant to School Based, Special Education, Foreign Language Interpreting

This online course is intended to provide exposure to topics relevant to interpreting in the special education setting. The course is designed for bilingual school staff members (and other members of the community) who are asked to fill the role of foreign language interpreter.

Participants will gain an overview of key special education terminology, develop a better understanding of an interpreter's role within special education standardized testing, acquire information regarding situations within a school system in which he/she may be asked to act as an interpreter, and learn about ethics for people who are placed in interpreting roles.

Various knowledge checks and quizzes are provided to help gauge and reinforce mastery of the material. Course details:

- The course is self-paced and is available 24/7 via web access after you activate your account.
- Students are able to interact with the instructor via an email link.
- Training consists of 10 modules and students can register at any time within the semester. Modules need to be completed by the close of the semester to receive a certificate of completion.
- No textbook required.
- Students who are successful in this course need to have access to the internet and a computer rather than a tablet or mobile device. Students are expected to be able to follow video and written instructions for uploading assignments and videos to the course page. Access to printing may also be beneficial.
- Upon completion, students will receive an eCertificate of Completion (1.0 CEUs) via email. Course must be paid in full prior to receiving a certification of completion.

Who should attend?
The course is intended for people who have at least a high school diploma or GED.

Coursework developed and managed by Leigh Ann Feily, Ed.S., NCSP and Nancy Thul, MS CCC-SLP, SLPA Program Director/Instructor

Testimonials

"This was a great experience and now I can say I feel more confident about interpreting. I feel I have more tools available for myself in order to assist with other family members or parents that do not speak the English language. Thanks again!"
~ Nora Carrillo, Bilingual Paraprofessional and SLPA Student

"With a population that is almost 40% Latino and 25% English Learners (EL), the Long Prairie Grey Eagle (LPGE) School has a need for interpreting services. Due to such high need, the bilingual paraprofessional staff members are often put into the position of interpreting within the special education setting including during evaluation procedures and in meetings. LPGE enrolled seven of our bilingual paraprofessionals in this online class through Alexandria Technical and Community College to help them gain more knowledge regarding interpreting in the special education setting. We felt it was important for our staff to have background in this information so that they could work more effectively with our special education staff as well as help our bilingual families better understand the special education process. By offering the course online, our staff members were able to complete coursework on their own timeline while also gaining the skills to be more confident when interpreting in the special education setting and collaborating with each other and school staff. LPGE school district would recommend this program to other organizations that have needs in this area."
~ Jon Kringen, Ed.S., Superintendent of Schools Long Prairie-Grey Eagle School District #2753

Registration Details

Required at the time of registration:
1) Student Name (as it should appear on the certificate of completion)
2) Student Address and Phone Number
3) Email Address (personal or work email address of the student enrolling in the class)

What can I expect to happen after I register?
1) Your registration information will be used to create your e-learning ID (StarID) which will be your Username at login.
2) Students will claim/or update their StarID. Students will follow the link provided in the confirmation email to activate their account and set a password.
3) The e-learning platform used is D2L Brightspace for Continuing Education & Customized Training.
4) Once activation is complete, students will log into D2L Brightspace using their StarID and the password they have created.
   Note: The system updates every ten minutes, so usernames (StarID) and passwords may not be active immediately.

We recommend choosing a web browser such as Google Chrome or Mozilla Firefox during this training; Internet Explorer is not compatible with D2L Brightspace.

Registration Options

By Mail or Fax:
Please register by completing the registration form. Print legibly, use your complete legal name and provide an email address.

Online at:
www.alextech.edu/customizedtraining
Click "Browse Courses"

1) Select Course and Add to Cart
If you are new to our site, you will need to create a new student account.

2) Checkout
Payment with credit or debit card is required with online registration.

3) Confirmation
A confirmation email will be sent to the provided email address after you have successfully registered.

Questions?
Contact ATCC's Customized Training Center at
320-762-4510 or toll free 1-888-234-1313.
atcc-customized@alextech.edu or leight@alextech.edu

Office Hours Mon-Fri 8:00 am to 4:00 pm CST.

Semester Options:
Spring
January 1 - June 20

Fall
July 1 - December 20

Registration Deadline:
Students can register at any time, however, modules need to be completed by the close of the semester

Expected Time Commitment:
Approximately 10-12 hours

Fee: $99

Instructors:
Leigh Ann Feily,
Ed.S. NCSP

Nancy Thul,
MS CCC-SLP

ALEXANDRIA
TECHNICAL & COMMUNITY COLLEGE

Completing this registration form signifies that my name, address, and employer information is current and correct. ATCC has permission to update my information as well as register me for this training.

Course   Special Education Interpreting Skills Online Course _____

Student Information Print clearly; state name as it should appear on certificate of completion

First Name: _____   Last Name: _____

Home Address: _____

City: _____   State: _____   Zip: _____

Phone: (_____) _____ - _____

Email Address: _____

Employer Information Optional

Employer Name: _____

Address: _____   PO Box: _____

City: _____   State: _____   Zip: _____

Contact Name: _____   Phone: (_____) _____ - _____

Email Address: _____

Payment - Total Amount $99

☐ **Check Enclosed** (payable to Alexandria Technical & Community College)

☐ **VISA**

☐ **MasterCard**

☐ **Discover**

Name on Card: _____

Card Number: _____

Expiration Date: _____ / _____

PLEASE do not fax or email credit card information. Call 320-762-4510 or 888-234-1313 to make payment arrangements.

Contact Information

Mail Alexandria Technical & Community College, 1601 Jefferson Street, Alexandria, MN 56308
Fax 320-762-4634
Phone 320-762-4510
Toll Free 1-888-234-1313
Email jolened@alextech.edu or atcc-customized@alextech.edu

Accommodations

If you need an accommodation for a disability, please contact Customized Training at 320-762-4510 as soon as possible.

Policy

Alexandria Technical & Community College is committed to a policy of equal opportunity and nondiscrimination in employment and education opportunity. No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, gender identity or gender expression. In addition, discrimination in employment based on membership or activity in a local commission as defined in the Minnesota Human Rights Act, Minn. Stat. 363.01, subd. 23 is prohibited.

Email Addresses – Providing your email address will allow CTC staff to communicate with you via email. If appropriate, your email address may also be placed on a targeted email marketing list to profile upcoming classes, trainings, events, etc. offered by the Customized Training Department at Alexandria Technical & Community College. Email addresses are not distributed.

Cancellations – Class cancellations must be requested <u>before</u> the training is accessed by the student to receive a refund.

If Course is Not Completed – Refunds will not be issued for anyone who accesses the course and does not complete the course in its entirety.

Non-Payment – The student will be held responsible for the registration fee if not paid by a third party within 90 days of registration.

A member of Minnesota State
An equal opportunity employer/educator
This document is available in alternative formats by calling
888-234-1222 ext. 4673 or 320-762-4673.