



ALABAMA LICENSURE BOARD
FOR
INTERPRETERS AND TRANSLITERATORS
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MEMORANDUM

To: All License and Permit Holders
From: Keith E. Warren, Executive Director
Date: January 23, 2024
Re: Acceptable Continuing Education Hours

It has come to the Board's attention that there may be some misunderstanding about approved continuing education units. There are three ways CEUs are approved. First, any workshop pre-approved by RID (Registry of Interpreters for the Deaf, Inc.) is automatically accepted as valid. However, your certificate of attendance **must** have the appropriate indicators. Those include, but are not limited to RID approved training, your name as it appears on your permit/license, date of the course and the name of the course. Other required elements that may appear on the certification, depending on the course's accreditation, would be the RID and ACET (Associate Continuing Education Tracking) logos, the RID Activity Number for that specific workshop, and number of hours earned. RID requires those to be on the certificates given for attending a RID sponsored activity. You do not have to be a member of RID to earn RID approved CEUs but to have the workshop hours counted as approved, the certificate of attendance must show proof it was RID approved.

The second way to earn approved CEUs is by attending a Gallaudet University sponsored training. Please make sure the Gallaudet logo is on the certificate of attendance as proof the training was sponsored by Gallaudet University.

The third way of earning approved CEUs is by written request by the ALBIT Board for approval. It is best to seek pre-approval so as not to spend your time and money on a training course that might not be approved. The Board only meets four times each year so the sooner you seek approval, the better. All Board meeting dates are advertised in advance and are located on the ALBIT website, under the Calendar section. Your request must be received two weeks prior to the Board Meeting and it may be submitted via email to albit@alstateboard.com or mailed to the address above. When you are submitting a request for the Board's review and potential approval of a particular training, please make sure you include the title of the workshop, the trainer's name and that individual's credentials, a description of the workshop, how many hours are expected to be earned, and any other pertinent information so the Board may make an informed decision.

For your reference, the Code for continuing education programs is as follows: Ala. Admin. Code r. 488-X-1-.01. Continuing Education Program. "Continuing Education Program requires each Licensed or Permitted Interpreter or Transliterators to earn 2.0 CEU's per a 12 month cycle, March 16th to March 15th of the following year or an aggregate of 8 CEUs in 4 years for those RID certified interpreters enrolled in the Certificate Maintenance Program (CMP) and Associate Continuing Education Training (ACET). Approval will be automatically granted for all workshops endorsed by the Registry of Interpreters for the Deaf (RID) or Gallaudet University. All other workshops for the purpose of earned CEUs will be made through written request to the board for approval. Duplication of courses/workshops/independent study will not be allowed. CEU's must consist of at least 1.5 out of 2 CEU's in Professional Studies. No more than 1.5 CEUs may be earned through Independent study per cycle with respect to professional studies approved by RID."

Please feel free to reach out via phone or email, if you have any questions or concerns.