



STATE OF MISSOURI  
Board for Certification of Interpreters (BCI)  
**APPLICATION FOR RENEWAL OF CERTIFICATION**

**Missouri Commission for the Deaf & Hard of Hearing**  
3216 Emerald Lane, Ste. B  
Jefferson City, MO 65109  
(573) 526-5205 (V/TTY)

**PURPOSE OF FORM:** This form is to be used by interpreters who are certified in the Missouri Interpreters Certification System (MICS) to verify that they have met their annual CEU requirements and to apply for renewal of their certification.

**INSTRUCTIONS:** Return the completed and notarized form along with the appropriate fee (\$15.00 Application, Renewal and CEU Processing Fee) to MCDHH, 3216 Emerald Lane, Ste. B, Jefferson City, MO 65109. You must include fee payment in the form of a cashier's check or money order made payable to "MCDHH/BCI Fund" or a receipt for online payment from <https://magic.collectorsolutions.com/magic-ui/payments/mo-elem-secondary-education/201901>. **NO PERSONAL CHECKS WILL BE ACCEPTED.** Attach copies of the certificates verifying that you have met the 2.0 total CEU requirements, including 0.3 CEUs in ethics, as detailed in 5 CSR 100-200.130.

**I. APPLICANT INFORMATION**

NAME	SOCIAL SECURITY NUMBER
ADDRESS	EMAIL ADDRESS
	TELEPHONE NUMBER

**PLEASE REVIEW THE CONTACT INFORMATION ON THE ABOVE LABEL. IF ANY INFORMATION HAS CHANGED, PLEASE MARK IT OUT AND FILL IN THE NEW INFORMATION. PLEASE INCLUDE A CHANGE OF INFORMATION FORM WITH YOUR RENEWAL.**

**Setting(s) I predominantly interpret in are ...**  
 Medical     Mental Health     Legal     VRS     Performing Arts  
 Business     Freelance     Education (Pre K-12)     Education (Post Secondary)

**II. CERTIFICATION INFORMATION**

DID YOU BECOME CERTIFIED FOR THE FIRST TIME SINCE NOVEMBER 1, 2021—SEPTEMBER 1, 2022? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, WHEN? _____	TOTAL CEUs EARNED
	ETHICS CEUs EARNED

**III. AFFIDAVIT OF APPLICANT**

I, the above-named applicant, being first duly sworn upon my oath, state as follows:  
 I have personally completed the forgoing application truthfully, completely and without omission;  
 The information and answers contained in the foregoing application and any attachments thereto are true and correct to the best of my knowledge and belief;  
 I will not intentionally divulge confidential information relating to the certification process, including content, topic, vocabulary, skills and or any other testing material;  
 I will comply with state laws and the rules and regulations of the Board for Certification of Interpreters; and  
 I make this affidavit knowingly, and any false statement or material omission herein subjects me to criminal penalties under section 575.050 RSMo

<b>MUST BE SIGNED IN PRESENCE OF NOTARY</b>	SIGNATURE OF APPLICANT	DATE
Notary Public Embossed Seal Or Stamp	STATE	COUNTY (Or City Of St. Louis)
	SUBSCRIBED AND SWORN BEFORE ME, THIS DAY OF 20	
	NOTARY PUBLIC SIGNATURE	My Commission Expires
	NOTARY PUBLIC NAME (Typed Or Printed)	

**FOR OFFICE USE ONLY**

Date Received	Total CEUs Earned: Ethics CEUs:	Fee Paid	Money Order/Cashier's Check Number	Received By
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**IMPORTANT INFORMATION PLEASE READ:**

ENVELOPE CONTAINING APPLICATION **MUST BE POSTMARKED ON OR BEFORE DECEMBER 2, 2022** OR YOU WILL BE CHARGED A LATE FEE. IF SUBMITTED AFTER DECEMBER 2, 2022 YOU RUN THE RISK OF NOT HAVING YOUR NEW CARD BY DECEMBER 15 WHEN THE OLD CARD BECOMES INVALID. IF POSTMARKED AFTER DECEMBER 15, PLEASE SUBMIT THIS FORM, DOCUMENTATION OF CEUs EARNED, A COMPLETED APPLICATION FOR REINSTATEMENT FORM, LATE FEE FORM AND APPROPRIATE FEES (\$15 CEU RENEWAL, \$20 LATE FEE AND \$60 REINSTATEMENT). LATE RENEWAL APPLICATIONS WILL NOT BE ACCEPTED AFTER DECEMBER 1, 2023.