



Working to Create Michigan's Future Today

MI BEI REGISTRATION/RENEWAL FORM
SIGN LANGUAGE INTERPRETER
CERTIFICATION PROGRAM

INTENTIONALLY LEFT BLANK
FOR OFFICE USE ONLY!

Deaf Persons' Interpreters Act
1982 PA 204 as amended 2007

Department of Energy, Labor & Economic Growth
Michigan Commission on Disability Concerns
Division on Deaf and Hard of Hearing

Charges will be added for Non-Sufficient Funds.

\$30.00 for Legislatively Mandated Annual Renewal Fee. (C3 Account Code 8070)

INSTRUCTIONS:

- Type or print legibly with black or blue ink only. Provide a response or write "N/A" (Not Applicable).
- Enclose the appropriate renewal fee (no cash) and make payable to "State of Michigan":
 Division on Deaf and Hard of Hearing
 Attn: MI BEI Interpreter Registration/Renewal
 201 Washington Sq. Suite 150
 Lansing, MI 48913
- Fees are not refundable except for circumstances set forth in the Regulations Governing the Practice of Interpreting as applied to 1982 PA 204, as amended 2007.
- Include all supporting documents as indicated on the checklist. Failure to complete the registration/renewal form in full or omit required documents may cause processing delays.
- Sign and date your renewal form where indicated. Registrations/renewals without a signature will not be processed.
- Keep a copy of your completed registration/renewal form.
- Additional information regarding Rules and Regulations can be found on our website (www.mcdc-dodhh.org) upon completion of the rules promulgation process.
- Once the registration/renewal information has been received and processed, your credentials will be updated online and a new MI BEI interpreter certification card will be sent to you.

SECTION I: PERSONAL INFORMATION You must notify DODHH in writing of any contact information changes after filing this renewal form to receive any further information. Failure to notify DODHH of contact changes and subsequent failure to receive information does not exempt you from any liability in relationship to the Michigan Deaf Persons' Interpreters Act (PA 204 of 1982, amended in 2007). If you are not listed online, please contact our office immediately.

I am currently listed in the Online Interpreter Directory. There are no updates.

Contact Information Correct

My contact information needs to be updated with the following corrections.

NAME (Last, First, Middle Initial):		EMAIL ADDRESS:	
ADDRESS (Street Number and Street Name):	CITY:	STATE:	ZIP CODE:
HOME PHONE (With Area Code):	BUSINESS PHONE:		
CELL OR TEXT NUMBER:	VIDEOPHONE:		

SECTION III: RENEWAL INFORMATIONPlease circle your renewal year within the 4-year cycle: 1st year, 2nd year, 3rd year, or 4th/final yearPlease write your most recent test date here: _____ Please write your 4th/final year date here: _____**SECTION IV: RECORD OF ANNUAL PROFESSIONAL DEVELOPMENT ACTIVITIES**

CLASS/ EVENT TITLE?	PRESENTER/ ORGANIZER NAME(S)?	DATE AND TIMES (START/END)	GENERAL STUDIES OR PROFESSIONAL STUDIES?	NUMBER OF UNITS EARNED?	DOCUMENTS ATTACHED?

*Please attach additional paper if needed to complete listing of ALL activities.

CHECKLIST

- Completed registration/renewal form.
- Payment made out to "State of Michigan".
- Documentation for each event as set forth in the MI BEI study guide.

www.mcdc-dodhh.org

Print Name: _____

Signature of Applicant: _____ Date: _____

Mail registration/renewal form, payment, and supporting documentation to:

Division on Deaf and Hard of Hearing
MI BEI Interpreter Registration/Renewal
201 N. Washington Square, Suite 150
Lansing, MI 48913

(517) 335-6004/(877)499-6232

DELEG is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

10/21/2009