



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

## MICHIGAN QUALIFIED INTERPRETER PROGRAM

### Approved Pre-graduation/expected degree Test of English Proficiency Procedure

The Michigan Qualified Interpreter Program has approved the following procedure to allow the Test of English Proficiency (TEP) to be taken pre-graduation or while a degree is being finalized. However, the final results of the TEP test will not be given to the candidate until the candidate submits a copy of an official final transcript showing the candidate has earned an associate degree or higher from an accredited institution (Rule 41 of the Qualified Interpreter General Rules, R 393.5041).

The candidate(s) shall submit all the following:

- A fully completed BEI TEP examination application. The application can be found [here](#).
- Include the following words on the application underneath the Test of English Proficiency (TEP): **“Pre-graduation TEP test”**
- A copy of a transcript showing the student is in the last semester of earning an associate degree or higher from an accredited institution.
- Valid government/state-issued photo identification; verification of at least 18 years of age.
- Fees required for examination as required under MCL 393.508e.

After receipt of the application, it will be reviewed by the Program, and the Program will contact the applicant to be scheduled for the TEP test.

For the receipt of their final TEP test results, upon achievement of the associate or higher degree, the applicant shall submit a copy of the final official transcripts confirming graduation and showing the degree earned by attaching it to an email with the Subject: “Pre-graduation TEP Test—Proof of Degree Earned for Results” to [LARA-BCHS-Qualified-Interpreter@michigan.gov](mailto:LARA-BCHS-Qualified-Interpreter@michigan.gov).

Michigan Qualified Interpreter Program  
Phone: 517-241-0097 or 1-833-519-7227  
Email: [LARA-BCHS-Qualified-Interpreter@michigan.gov](mailto:LARA-BCHS-Qualified-Interpreter@michigan.gov)