



South African Translators' Institute

INFORMATION REGARDING THE ACCREDITATION EXAMINATIONS

Instructions for specific language combinations will accompany each paper. In the case of sworn translations a set of guidelines will be included with each paper.

USE OF SOURCES: Any dictionaries, encyclopaedias, statutes, reports, books on language, etc. may be used. You are also free to use a spelling checker on your word processor. You are not allowed to telephone/consult any person or discussion group in order to receive assistance. The basic premise of this examination is to see what final product can be rendered with all the available aids. For that very reason, however, the marking is very strict.

MARKING: The marking of each script is done on a double-blind basis. The identity of the candidate is not revealed to the marker, as an examination number is allocated. The candidate will not be provided with the names of the markers. Each script is marked independently by two separate markers. In the case of differing results, the script will be moderated by a third marker.

INVIGILATION: The examination papers will be sent to the invigilator. It is not necessary for the invigilator to sit with the candidate. The invigilator must open the paper in the presence of the candidate. The invigilator must see to it that the completed paper is submitted again within 24 hours after the starting time. It is imperative that the invigilator witness the candidate's signature on the sworn statement, as we accept the word of each candidate to the effect that the completed translation is his/her own work.