

TECUit Certification Maintenance Program

PURPOSE

The purpose of the TECUnit Certification Maintenance Program is to provide a system:

- Whereby nationally certified Cued Language Transliterators may preserve their certification status without retaking the CLTNCE test battery.
- That ensures the retention of the high level of skill and knowledge demonstrated by nationally certified Cued Language Transliterators at the time of certification.

SCOPE

The TECUnit Certification Maintenance Program relies upon continued education and service to ensure that nationally certified Cued Language Transliterators maintain a high level of skill proficiency and knowledge. Participants maintain certification by accruing Continuing Education Hours (CEHs). A CEH will generally be awarded a 1:1 ratio between the number of hours of instruction and the hours earned for certification maintenance. Nationally certified Cued Language Transliterators will be asked to earn a minimum of 80 CEHs in a cycle. A cycle is a period of four (4) years.

What are Continuing Education Hours (CEHs)?

Continuing Education Hours are those hours spent in professional development of skills and knowledge. We are utilizing a 1:1 ratio in order to make the system as straightforward as possible and to prevent possible misinterpretation as CLTs apply hours from workshops and track them for maintenance hours. While “CEHs” don’t have the more familiar ring of “CEUs” (Continuing Education Units, a 1:10 ratio of Unit:Hours), it is simple and direct. Nice for you, and nice for us!

- 1:1 ratio
- 80 CEHs/cycle
- Cycle = 4 years
- (Approx. 20 hours/year)

A Four-Track System

The Cued Language Transliterators Certification Maintenance Program is a four-track system whereby nationally certified Cued Language Transliterators can earn CEHs by:

1. TECUnit sanctioned coursework:

- Any organization, agency, institution, or individual may apply to be a sponsor
- The sponsor application must be filled out and submitted to TECUnit along with an application fee
- The coursework will be reviewed and approved by a TECUnit standing committee
- Once coursework has been approved it will not need to be re-approved for one full year unless more than 25% of the coursework materials have changed
- The approval process requires a review of materials and application must be submitted 45 days before projected workshop date(s)

2. Coursework

- If the course is offered during a semester, 15 CEHs will be awarded for every 1 credit hour taken (i.e. a 3 credit course = 45 CEHs). If the course is offered during a quarter, 10 CEHs will be awarded for every 1 credit hour taken (i.e. a 3 credit course = 30 CEHs)
- A copy of the individual's transcript must be submitted. Candidates must earn a grade of C or better to receive CEHs
- Maximum of 4 quarter credits or 3 semester credits (45 hours) per cycle

3. Professional Development Plan

- General Education CEH's are not required however you may submit up to 5 CEU's per year or 20 CEH's per cycle to the TECUnit for approval.
- An application must be filled out and submitted to TECUnit for pre-approval for your Professional Development Plan (PPD).
- The candidate will be notified with approval/rejection of the PPD within 30 days of receipt of the plan.
- Proof of attendance and completion of course/class requirements will be required for credit to be awarded.

4. Professional/Educational Work Hours*

- A CLT *must* show 5 hours of professional/educational transliterating per year or a total of 20 per cycle towards his/her CEHs. (You cannot fulfill all of the 80 required CMP hours through work hours, only these 5 per year/20 per cycle)
- A copy of a check stub, a signed billing statement, or a signed volunteer log must be submitted to earn CEHs for transliterating hours.

***ITEM 4 IS REQUIRED OF ALL CANDIDATES IN EACH CYCLE. IF YOU FEEL, FOR ANY REASON, YOU ARE UNABLE TO FULFILL THE REQUIREMENTS FOR THIS ITEM, PLEASE CONTACT OUR OFFICE.**

CMP CYCLE TIMELINE

The first CMP Cycle will begin July 1, 2012 and end June 30, 2016 for the first cycle. For transliterators certifying after July 1, 2012, CMP cycles will begin July 1, 2013 and end June 30, 2017. ALL CLTs currently holding a Transliterator Skills Certificate (TCS) will have until July 1, 2012 to arrange for application to the CMP program if they wish to maintain their current certification. After July 1, 2012, certification will lapse for those Cued Language Transliterators who have NOT notified the TECUnit. Every effort will be made to notify each individual currently in our records. Any individuals who do not respond by the deadline, but are wishing to remain certified, would then need to retake the CLTNCE test battery.

TO MAINTAIN CERTIFICATION, AN INDIVIDUAL MUST:

- Submit an Online Certification Renewal application by July 1, 2012
- Individual must pay Certified Membership dues by July 1, 2012 (**certified membership dues are annual and may be paid online. Must be received by July 1 each year.**)



Testing, Evaluation & Certification Unit, Inc.
The National Certifying Body for Cued Language Transliterators

The chart below shows the CMP cycle end dates (the date that all CMP requirements must be met) for transliterators certified between the dates shown.

After a transliterator's first cycle is completed, every cycle thereafter will begin on July 1 and run for 4 years ending on June 30.

Certified between:

CMP cycle end date:

Prior to and through June 30, 2012

June 30, 2016

July 1, 2012 through June 30, 2013

June 30, 2017

July 1, 2013 through June 30, 2014

June 30, 2018

July 1, 2014 through June 30, 2015

June 30, 2019

