Washington Office of Superintendent of
PUBLIC INSTRUCTION

Professional Certification
Old Capitol Building, P.O. Box 47200 | 600 Washington St. SE | Olympia, WA 98504
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Professional Certification Checklist:

Washington State Initial Educational Interpreter

Requirement	Additional Information
Section 1: General Items Required for All Applicants	
☐ Create an Education Data System (EDS) account	• **Please Note:** Educators can skip this step if they already have an EDS account. • How to Access E-Certification
☐ After your EDS account is created, log back in to complete the eCert profile setup	• The E-Certification (eCert) application within EDS takes up to 24 hours to appear after an educator creates their EDS account.
☐ Fingerprint & background check	• **Please Note:** Educators can skip this step if they hold a valid Washington educator certificate or if results are on file within the last two years. • For instructions on how to complete this requirement, visit the OSPI Fingerprints & Background Checks webpage.
☐ Character and Fitness Questionnaire	• Character and Fitness Supplement Form 4020B
Section 2: Coursework and Testing Completion of the required coursework and **ONE** of the exam options below.	
☐ **Required Coursework:** Must complete the Professional Transitions to Public Schools (ESA) course. Applicants who have not yet completed the course must complete it within one year. Professional Transitions to Public Schools is a Professional Educator Standards Board (PESB)-approved 15-hour course required for Initial certification for certain school roles.	• **Accepted documentation:** ○ Certificate of completion ○ In-service registration form ○ University transcript (for most university courses) ○ pdEnroller entries in eCert ○ Educational Service District clock hour transcript • For a list of available courses & registration, review the Professional Transitions to the Public Schools handout.
☐ **Exam Option 1:** Pass the Educational Interpreter Performance Assessment (EIPA) with a minimum score of 4.0 **AND** a passing score on the EIPA Written Test	• For testing information and registration, visit the EIPA Classroom Interpreting website.
☐ **Exam Option 2:** Hold a valid National Interpreter Certification (NIC) from the Registry of Interpreters for the Deaf (RID) or an equivalent national certificate previously offered by RID **AND** a passing score on the EIPA Written Test	• For more information on national certification, visit the Registry of Interpreters for the Deaf website.
Section 3-Qualifying Pathway Completion of **ONE** of the options below.	
☐ **Option 1:** An associate degree or higher in any area	• Include transcripts with degree conferral
☐ **Option 2:** Employment as an educational interpreter in Washington state prior to September 1, 2026.	• Verification of Experience Form 4150-F
☐ **Option 3:** A valid National Interpreter Certification from RID or an equivalent national certificate previously offered by RID.	• Submit a copy of NIC from RID with application
Section 4-How to Apply	
☐ Fee-Initial Educational Interpreter-$81	• Send a check or money order made payable to OSPI
☐ **Send your complete application packet and fee to:** Professional Certification, OSPI Old Capitol Building PO Box 47200 Olympia, WA 98504-7200	• Educational Interpreter Application Form 4150A • **Application packet should include the following items:** ○ Form 4150A ○ Form 4020B ○ Official transcripts (may be submitted by a third party) ○ Copy of NIC from RID (if held) ○ Proof of coursework completion ○ Test Scores ○ Form 4150-F