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**Rules of  
Department of Commerce and  
Insurance**

**Division 2232—Missouri State Committee of Interpreters  
Chapter 2—Licensure Requirements**

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**Title 20—DEPARTMENT OF  
COMMERCE AND INSURANCE**  
Division 2232—Missouri State Committee  
of Interpreters  
Chapter 2—Licensure Requirements

**20 CSR 2232-2.010 Application for Licensure**

*PURPOSE: This rule outlines the procedure to apply for licensure as an interpreter.*

(1) An application for licensure shall be submitted on the form provided by the committee and the form may be obtained by writing the division or committee at 3605 Missouri Boulevard, PO Box 1335, Jefferson City, MO 65102 or by calling (573) 526-7787. The TTY number for Relay Missouri is (800) 735-2966 and for Voice Relay Missouri the telephone number is (800) 735-2466.

(2) An application is not considered officially filed with the committee until it has been determined by the committee or division staff to be complete and the application is submitted on the form provided by the committee, typewritten or printed in black ink, signed, notarized, and accompanied by the application fee pursuant to 20 CSR 2232-1.040(1)(A).

(3) An application for licensure shall include proof of submission of fingerprints to the Missouri State Highway Patrol's approved vendor for both a Missouri State Highway Patrol and Federal Bureau of Investigations (FBI) fingerprint background check. Any fees due for fingerprinting background checks shall be paid by the applicant directly to the Missouri State Highway Patrol or its approved vendor(s).

(4) Following review by the committee or division staff, the applicant shall be informed in writing of the decision regarding the application for licensure.

*AUTHORITY: section 43.543, RSMo Supp. 2013, and section 209.328.2(1) and (3), RSMo 2000.\* This rule originally filed as 4 CSR 232-2.010. Original rule filed Feb. 18, 1999, effective July 30, 1999. Moved to 20 CSR 2232-2.010, effective Aug. 28, 2006. Amended: Filed May 27, 2008, effective Nov. 30, 2008. Amended: Filed July 17, 2013, effective Jan. 30, 2014.*

*\*Original authority: 43.543, RSMo 1993, amended 2003, 2005, 2008, 2013 and 209.328, RSMo 1994.*

**20 CSR 2232-2.020 Application for Temporary License**

*PURPOSE: This rule outlines the procedure for application for a temporary license.*

(1) Application for a temporary license shall be submitted on the form provided by the committee and may be obtained by writing the division or committee at 3605 Missouri Boulevard, PO Box 1335, Jefferson City, MO 65102 or by calling (573) 526-7787. The TTY number for Relay Missouri is (800) 735-2966 and for Voice Relay Missouri the telephone number is (800) 735-2466.

(2) An application for a temporary license is not considered officially filed with the committee until it has been determined by the committee or division staff to be complete and the application is submitted on the form provided by the committee, typewritten or printed in black ink, signed, notarized, and accompanied by the application fee for temporary licensure pursuant to 20 CSR 2232-1.040(1)(D).

(3) An application for a temporary license shall include proof of submission of fingerprints to the Missouri State Highway Patrol's approved vendor for both a Missouri State Highway Patrol and Federal Bureau of Investigations (FBI) fingerprint background check. Any fees due for fingerprinting background checks shall be paid by the applicant directly to the Missouri State Highway Patrol or its approved vendor(s).

(4) Following review by the committee, the applicant shall be informed in writing of the decision regarding the application for a temporary license.

*AUTHORITY: section 43.543, RSMo Supp. 2013, and section 209.328.2(1) and (3), RSMo 2000.\* This rule originally filed as 4 CSR 232-2.020. Original rule filed Feb. 18, 1999, effective July 30, 1999. Moved to 20 CSR 2232-2.020, effective Aug. 28, 2006. Amended: Filed May 27, 2008, effective Nov. 30, 2008. Amended: Filed July 17, 2013, effective Jan. 30, 2014.*

*\*Original authority: 43.543, RSMo 1993, amended 2003, 2005, 2008, 2013 and 209.328, RSMo 1994.*

**20 CSR 2232-2.030 Name and Address Change, License Renewal, and Inactive License**

*PURPOSE: This rule outlines the require-*

*ments for changing a name or address and the process for renewing a license to practice as an interpreter.*

(1) A licensed interpreter shall ensure the committee has the current legal name and address of the licensee.

(2) A licensed interpreter whose name is legally changed shall notify the committee within thirty (30) days of the name change.

(3) A licensed interpreter whose address has changed shall inform the committee of the address change within thirty (30) days of the effective date of the change.

(4) A license shall be renewed prior to the expiration of the license. Failure to receive a license renewal notice shall not relieve the licensee of the obligation to renew the license to practice as an interpreter and pay the required fee prior to the expiration date of the license. Renewals shall be postmarked no later than the expiration date of the license to avoid the late penalty fee as defined in 20 CSR 2232-1.040(1)(C).

(5) Licensees who request to be classified inactive may maintain their inactive status and receive a license indicating their inactive status by paying the inactive license renewal fee as provided in 20 CSR 2232-1.040. A holder of an inactive license shall not have his or her license reactivated until he or she pays the required reactivation fee, and in addition, submits proof of a current and valid certification. If a holder of an inactive license reactivates at the time of renewal, the licensee shall only be required to pay the renewal fee, and in addition, submit proof of a current and valid certification.

*AUTHORITY: section 209.328.2, RSMo 2000, and section 324.039, RSMo Supp. 2013.\* This rule originally filed as 4 CSR 232-2.030. Original rule filed Feb. 18, 1999, effective July 30, 1999. Amended: Filed March 18, 2005, effective Sept. 30, 2005. Moved to 20 CSR 2232-2.030, effective Aug. 28, 2006. Amended: Filed May 27, 2008, effective Nov. 30, 2008. Amended: Filed July 17, 2013, effective Jan. 30, 2014.*

*\*Original authority: 209.328, RSMo 1994 and 324.039, RSMo 2008.*

**20 CSR 2232-2.040 Certifications Recognized by the Board**

*PURPOSE: This rule allows applicants with*



*certain national certifications to become licensed in Missouri.*

(1) In addition to the certificates specified in section 209.322, RSMo, the following licenses and certifications are recognized as qualifying credentials for an initial license, renewal license, or temporary license:

(A) Certification issued by the National Association of the Deaf (NAD) and the Registry of Interpreters for the Deaf, Inc. (RID), doing business as NAD-RID National Interpreter Certification, c/o RID, Inc., 333 Commerce Street, Alexandria, VA 22314, as follows:

1. National Interpreter Certification (NIC);
2. NIC Advanced;
3. NIC Master; and
4. Educational Interpreter Performance Assessment (EIPA) at the level of 4.0 or higher.

*AUTHORITY: section 209.328.2(3), RSMo 2000.\* Emergency rule filed Aug. 22, 2006, effective Sept. 1, 2006, expired Feb. 27, 2007. Original rule filed Aug. 22, 2006, effective Feb. 28, 2007. Amended: Filed Aug. 27, 2009, effective Feb. 28, 2010.*

*\*Original authority: 209.328, RSMo 1994.*