

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT



Translation/Interpretation Request Form

Date _____

PART A: TO BE COMPLETED BY BUILDING DESIGNEE

- I. Translation Interpretation
- II. Person Making Request _____
- III. Rationale:
- IV. Language _____
- V. Due Date _____
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PART B: TO BE COMPLETED BY INTERPRETER/TRANSLATOR

- I. Name: _____
- II. Scheduled time to complete task: _____
- III. Have you signed a confidentiality statement with the ELL Program Coordinator?
 Yes No
-

PART C: TO BE COMPLETED BY ADMINISTRATION

I hereby authorize payment to _____ in the amount of _____ as the above indicated task has been approved in advance and completed.

B. Marderosian, ELL Program Coordinator

Date: _____

R. Bergeron, Director of Student Services

Date: _____

"...to advance the knowledge and well-being of our children and our communities."