Welcome to our Online Program

Our mission is to help you achieve your educational and professional goals as a Federal, Court or Medical Interpreter using our technologically advanced ²LIT® Platform.

Your account has been activated to access your interpreting course. Your deadline to complete this course is 90 days from today's date.

To access your course, please go to the Registered Students page located at http://www.scsimedia.com/mainloginnext.html

IMPORTANT INFORMATION FOR STUDENTS WHO REGISTERED IN THE PREPARATION FOR THE WRITTEN STATE EXAM COURSE - PLEASE READ CAREFULLY:

1. Due to strict copyright laws and school regulations, you can only access the video lectures 21 times. The Preparation for the Written State Exam course includes 8 lectures. Each lecture has been divided into two separate videos.

2. The first video of a lecture is labeled, "Before the Break" and the second video is labeled "After the Break". It takes 16 accesses to complete the course. You have 8 additional for review purposes. If you access a video lecture and do not view it in its entirety an access will still be removed from your profile. Each video is approximately 90 minutes long, so make sure you have at least 90 minutes before connecting to view a lecture.
IMPORTANT INFORMATION REGARDING YOUR COURSE. PLEASE READ CAREFULLY:
(This does not apply to students enrolled in the Preparation for the Written State Exam)

VIDEO LECTURES

Due to strict copyright laws and school regulations, you can only access the video lectures 23 times. This course includes nine lectures. Each lecture has been divided into two separate videos. It takes 18 accesses to complete the course and you have 5 additional for review purposes.

The first video of a lecture is labeled "Before the Break" and the second video is labeled "After the Break". Each video is approximately 90 minutes long. If you access a video lecture and do not view it in its entirety an access will still be removed from your profile. Please be sure to have at least 90 minutes available before connecting to view a lecture.

Once you access your video lectures web page please be sure to select or go to "Download Course Material" and view "An Important Message from your Instructor" before accessing "Lecture 1 - Before the Break".

In order to succeed in this program and to complete your course within your 90-day deadline we recommend that you view at least one full lecture (Before the Break and After the Break) on a weekly basis. You are responsible for processing and/or documenting all of the information presented in the lecture, as these lectures will contain important information that is not found in your course manual.

LANGUAGE LABORATORY

All students have unlimited access to the Online Interpreting Laboratory until the deadline provided or indicated to complete this course. We recommend that you access a minimum of four to six hours of Language Laboratory practices per week. Please be sure to access "Laboratory Instructions" before accessing your practices.

We emphasize that dedication and practice are key components to your success.

QUizzes

Quizzes are available in both video lectures and language laboratory web pages. The quizzes are for your learning enjoyment only. Please DO NOT turn these in for corrections.
ORAL ASSESSMENTS

Oral assessments are over-the-phone exams where your interpreting skills are evaluated by a certified interpreter at the state or federal level. You are given feedback to fine-tune or enhance your skills as an interpreter. These exams are part of your final course grade.

To schedule your oral assessment you need to log-in to your video lectures.

- When you test, your PC must be connected to high-speed internet, have your PC turned ON and be ready for instructions from the online examiner. Oral assessments cannot be interrupted once the exam has started.
- Your online examiner is available ONLY to test you any questions that are not related to your online assessment must be directed to the Student Services Department.

EXTENSION OF TRAINING POLICY

We provide many free services to our students. However an "Extension of Training" is an accommodation to allow our students to continue with their training at their convenience. An "Extension of Training" is a one-time approval that requires additional administrative procedures; and as such, any approvals will require the following steps:

I. A written request must be submitted via e-mail, to the attention of our Director of Student Services, Ms. Monica Mangaser at monica@interpreting.com.

II. An "Extension of Training" request must be submitted while you are a current student enrolled in the course you are requesting an extension for. NO EXCEPTIONS.

III. An "Extension of Training" may be purchased directly from the Student Services Department for $100 (non-refundable) and will allow you an additional 30 days to complete the course you are enrolled in. However, this does not mean that you will receive additional accesses, you will continue your course with the number of access left when the extension was requested. The extension always begins the day your original enrollment expires.

IV. Once you purchase an "Extension of Training", your online student activity will NO LONGER be monitored by our Student Services Department, as such you will no longer receive notifications regarding your training for the course you are currently enrolled in.

V. You may only purchase one "Extension of Training" per course and if you fail to complete your course within your extension expiration date you must re-purchase the course at full price.

VI. This Extension of Training is not applicable to "Advanced Criminal Proceedings II", "Advanced Criminal Proceedings II - Professional" and "Preparation for the Written State Exam" courses.

Extensions of Training Policies and equivalents are subject to change with or without notice as the school deems necessary.

Technical Questions or Problems

Our video lectures and Online Interpreting laboratory practices are delivered using the latest technological advances in video and audio streaming. We do not foresee that you will have any technical difficulties during your training. However, if you experience any technical difficulty you may contact our Information Technology Department at technicalsupport@scsimedia.com. We will contact you by e-mail within 48 hours to resolve your technical difficulty.

If you have any questions regarding your training, please do not hesitate to contact me via e-mail at monica@interpreting.com

Sincerely,

Monica Mangaser
Director of Student Services