

A “certified translation” is a translation that is:

1. Issued by a government entity, such as a consulate or ministry that issued the original document;

OR

2. Signed with a seal by a person qualified to translate, such as someone certified by American Translators Association ([atanet.org](http://atanet.org)),

OR

3. From a person competent to translate, over age 18, with a certification that includes:

- a. The translator’s name;
- b. The name of the document being translated;
- c. The applicant’s name;
- d. A statement that the translator is fluent in English and the language being translated;
- e. A statement that the translation is a complete and accurate translation of the full original text (including any stamps or seals) of the document being submitted;
- f. A statement that the translator understands that if any part of the translation is intentionally false, the translator is subject to punishment; and
- g. The translator’s signature, address, email and phone number.

