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Founded in 1910 and subsequently granted its Royal Charter by HM Queen Elizabeth II the Chartered Institute of Linguists (CIOL) is the UK's Royal Chartered professional body for translators and those using high level language skills in their professional and working lives.

CIOL Quali cations (CIOLQ) serves professional linguists, setting standards and providing quali cations for translators and language professionals which are recognised widely in the UK and around the world.

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This qualification assesses the ability of candidates to translate from a source language into English or from English into a target language within specific contexts. Candidates are required to have an appropriate level of writing skill in their target language to produce a text that reads fluently and naturally to a native reader.

The passages set for translation will be of a standard of difficulty that translators at this level would expect to be presented with in their daily work. They will not, however, be of a highly technical or specialised nature. It must be stressed that candidates, even those holding a degree in languages, will generally require additional experience, practice or training in translation to achieve the CertTrans.

## Languages

CIOL Qualifications offer qualifications into and from English and in a broad range of language combinations; at all times we ensure consistency in level and standards across all languages assessed.

## Requirements

The CertTrans comprises one mandatory core unit, plus one mandatory option unit.

## Preparation

We do not specify mode of training delivery or preparation and do not have approved centres. It is envisaged that much of this qualification can be studied independently by candidates not necessarily attached to a course provider, but we advise that it is undertaken as part of an existing programme of learning or during work experience with the support of an employer or mentor so that candidates are guided and supported.

A successful approach may comprise of a combination of independent study, face to face, blended or e-Learning.

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The mandatory core unit and one mandatory option unit must be achieved to be awarded the CIOL Qualifications Level 6 Certificate in Translation.

Units	Core or option	Content
<b>Unit 01</b> General Translation Skills	Core	This unit focuses on written translation of a text of about 500 words. Candidates will translate the text into their target language, to a high standard of accuracy, demonstrating necessary translation skills with the aim of producing a target language text that is accurate, grammatically sound and well organised.
<b>Unit 02</b> Business and Commercial Translation Skills	Option	This unit focuses on written translation of a text of about 300 words. In this unit candidates will demonstrate an awareness of business and commercial contexts, using their translation skills to produce a text in their target language with clear evidence of comprehension and accuracy as well as being grammatically sound and well suited to the business or commercial context.
<b>Unit 03</b> Government and Public Service Translation Skills	Option	This unit focuses on written translation of a text of about 300 words. In addition to accuracy, translation of government, public service texts and public affairs documents such as official statements, policy documents, discussion papers, reports and announcements require the translator to consider the social, political and cultural context of the text. In this unit candidates will demonstrate an awareness of government and public service contexts to produce a translation with clear evidence of comprehension and accuracy as well as being grammatically sound and well organised within context.

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The CIOLQ Diploma in Translation (DipTrans) is the gold standard professional translation qualification offered since 1989. It is set at Level 7 (Master's level) and taken in around 40 countries annually. The DipTrans is a highly-specialised qualification for established professional translators and is recognised as among the most challenging and respected qualifications within the translating profession. It proves that holders of the qualification possess the knowledge and skills necessary to provide translations of the very highest quality.

The CertTrans is set at Level 6 (degree level), shows working-level translation skills and can also be a stepping-stone towards the DipTrans.

Level 7 CEFR C2  
(in writing)

Level 6 CEFR C1  
(in writing)



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**The Chartered Institute of Linguists (CIOL)** is the UK's Royal Charter professional body for language practitioners, setting the professional standard for linguists worldwide. CIOL is the only body to offer Chartership, recognised globally as a mark of quality and competence for professions. Founded in 1910 to promote high standards in the use of languages in government, public services, industry and commerce, CIOL has over 7,000 members.

**CIOL Qualifications (CIOLQ)** is CIOL's Awarding Organisation and is registered with the Office of Technical Education (CIOL)73.n0n..s9