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# Qualification Specification

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**CIOL Qualifications Level 6**

**Diploma in Police Interpreting (DPI)**

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## Introduction

CIOL Qualifications serve both professional linguists, providing the gold standard for translators and interpreters, recognised widely in the UK and around the world, as well as other linguists who may have a different primary role but who use their language(s) on a regular basis in their professional work.

The CIOL Qualifications Level 6 Diploma in Police Interpreting (DPI) replaced the Metropolitan Police Test which ran from 1977-2013.

The Diploma in Police Interpreting is a professional qualification for those who work, or would like to work, as interpreters for Police forces in England, Wales and Northern Ireland. It is an Ofqual regulated, nationally recognised qualification and the skills are specific to a police interpreter.

The Diploma in Police Interpreting qualifies holders to interpret in a wide range of police and criminal justice contexts. With its focus on the environment and contexts of policing, it provides candidates with evidence of their skills and provides reassurance to both users and providers of police and related services that the quality of interpretation provided by qualified holders of the diploma is of the highest professional standard.

## Regulation

The award is recognised by the Office of Qualifications and Examinations Regulation (Ofqual), Qualifications Wales and the Council for Curriculum, Examinations and Assessment (CCEA).

CIOLQ Recognition Number RN5145.

## Qualification Information

### Qualification Information

This qualification is aimed at career development for the following reasons:

- It gives confidence to users of police and similar services living in communities where English is the second language.
- It provides evidence of specialist skills and gives reassurance to both users and providers of police and related services that the quality of interpretation is of the highest professional standard.
- Successful candidates can apply for registration on the National Register of Public Service Interpreters.

### Qualification Information

The words Award, Certificate and Diploma indicate the size of qualifications in expected hours of study and not their quality or complexity.

- Awards are usually qualifications with up to 120 hours of study required.
- Certificates are usually qualifications that require between 130 and 370 hours of study.
- Diplomas are usually qualifications that require more than 370 hours of study.

This qualification is classed as a Diploma as the Total Qualification Time (TQT) in expected hours of study is 440 hours.

Learning Activity	Q	GLH
Independent learning without supervision		
Vocabulary/grammar development, revision and practice		
Past paper study and question practice		
Independent E-assessment practice		
Traditional classroom learning supervised by a lecturer, supervisor or tutor		
One to one or group tutorials		
Invigilated or supervised practice examinations or formative assessments		
Assessor observed practice or assessments		
Realtime E-assessment with an assessor or invigilator		

Q 1 2 3 4

The objective of the Diploma in Police Interpreting (DPI) is to provide a nationally consistent standard of professionalism in Police interpreting, as well as to make a language qualification available to providers or consumers of police services and other related domains which recognises oral and written competence in English and another language used by speech communities in Britain, and practical interpreting skills in a police and court based context.

Q 1 2 3 4


There are five core mandatory units that comprise this qualification and all must be successfully achieved (mastery) to be awarded the CIOL Qualifications Level 6 Diploma in Police Interpreting.

Candidates may take the units in any order.

All units that comprise the qualification must be successfully completed within a three-year period for candidates to be awarded the full qualification.

The three-year full exam completion period applies from the first year that a candidate receives a unit certificate. Therefore, once a candidate has received a 'pass' in any exam, they have two more years to successfully complete all outstanding parts of the qualification.

Candidates successful in all five units will be awarded electronic qualification certificates.

## Regulated Qualifications Framework (RQF)

The DPI is registered on the UK's Regulated Qualifications Framework (RQF) at Level 6 and the complexity and level of linguistic skill demanded is in line with the Ofqual RQF level descriptors.

L	K	(! ! . -)	(! ! . -)
L6	Has advanced practical, conceptual or technological knowledge and understanding of a subject or field of work to create ways forward in contexts where there are many interacting factors.	Determine, refine, adapt and use appropriate methods and advanced cognitive and practical skills to address problems that have limited definition and involve many interacting factors.	Evaluate actions, methods and results and their implications.
	Can critically analyse, interpret and evaluate complex information, concepts and ideas.		

## Equivalencies

This qualification is roughly equivalent to a:

- Degree apprenticeship
- Ordinary degree with honours
- Graduate certificate
- Graduate diploma
- CEFR language proficiency C1 level

The DPI has two units which are







## Languages

CIOL Qualifications offer qualifications in a broad range of languages and at all times ensures consistency in level and standards across all languages.

To date, the qualification has been offered in the following languages, paired with English:

Albanian, Amharic, Arabic, Bengali, Bulgarian, Cantonese, Croatian, Czech, Dari, Dutch, Farsi, French, German, Greek, Gujarati, Hindi, Hungarian, Italian, Japanese, Korean, Kurdish (Sorani), Latvian, Lithuanian, Mandarin, Mongolian, Nepalese, Panjabi (Indian), Panjabi (Pakistani), Pashto, Polish, Portuguese (European), Portuguese (Brazilian), Romanian, Russian, Serbian, Slovak, Somali, Spanish, Swahili, Sylheti, Tagalog, Tamil, Thai, Tigrinya, Turkish, Ukrainian, Urdu, Vietnamese.

## Recognition of Prior Learning (RPL) and Exemptions

CIOL Qualifications do not operate RPL for this qualification.

## Assessment

### F

During the course of their professional activities, interpreters may be asked to use all of the skills which are assessed in this exam. Therefore, in order to provide a realistic level of assessment, each of the tasks is set in a practical context.

### Assessment Tasks

- 01 – Role play and statement taking task
- 02 – Simultaneous interpretation from English
- 03 – Sight translation from English
- 04 – Written translation into English
- 05 – Written translation from English

The Diploma in Police Interpreting exam is set within a police context, candidates are assessed in consecutive and simultaneous interpreting as well as in sight translation. Their written translation skills are also tested.

Candidates should be familiar with and able to use the concepts and language appropriate to the main police services.

### Assessment

Each unit attracts Pass, Merit or Distinction but the qualification grade overall will be a Pass.

## Unit format

The unit format is as follows:

**Level** – this positions the level of the unit within the Regulated Qualifications Framework (RQF).

**Credit value** – is the value given to the unit and the credit value is equal to the Total Qualification Time (TQT) divided by ten and rounded to the nearest whole number.

**Guided Learning Hours (GLH)** – is the average amount of time it will take to complete the unit. This includes guided learning hours, practical and work-based learning, assessment preparation time and assessment time.

**Purpose** – gives a summary of the purpose of the unit.

**Content** – details the knowledge and skills a learner will cover.

**Learning Outcomes** – set out what a learner will know, understand or be able to do as a result of successful completion, including the standard required to achieve via assessment.

**Guidance** – provides guidance on suggested curriculum coverage required to achieve the learning outcomes and assessment criteria.

**Level descriptors** – set out the level descriptors for the units.

## Units

01: L P	
Core unit	
Level:	6
Unit Guided Learning Hours (GLH):	22
Total Unit Time (TUT):	120
Credit value:	12
Unit purpose and aim	

### A !

Police interpreting plays an important role within police forces, without it a successful police interview would not take place and the quality of an investigation could be compromised. Police interpreters help to remove obstacles to justice, facilitating victims, suspects, or witnesses of crime to communicate.

This interpreting unit focuses on testing basic linguistic and interpersonal skills needed, contextual knowledge, and the awareness of the role and responsibilities of the interpreter.

### ! !

In this unit you will develop skills in interpreting consecutively in a police interview between a Police Officer who only speaks English and a suspect who only speaks the Other Language; taking suspect statements in another language, whilst interpreting it into English.

### L

- LO1: Be able to consecutively interpret between English and another language with accuracy, completeness and coherence
- LO2: Be able to deliver interpretation between English and another language smoothly and clearly, switching easily between languages with competence
- LO3: Be able to interpret between English and another language using appropriate vocabulary, grammar and pronunciation

	<b>1</b>	<b>2</b>	<b>3</b>
	<b>10-12</b>	<b>10-12</b>	<b>10-12</b>
	<p>The Candidate:</p> <ul style="list-style-type: none"><li>• conveys sense of original message with complete accuracy</li><li>• transfers all information without omissions, additions, distortions</li><li>• demonstrates complete competence in conveying verbal content and familiarity with subject matter</li></ul>	<p>The Candidate:</p> <ul style="list-style-type: none"><li>• demonstrates complete competence in language</li><li>• switches effortlessly between languages</li><li>• interprets clearly and smoothly</li><li>•</li></ul>	

02: L P	
Core unit	



03: P	
Core unit	
Level:	6
Unit Guided Learning Hours (GLH):	13
Total Unit Time (TUT):	70
Credit value:	7
Unit purpose and aim	

## A

The ability to provide an oral translation of written material is necessary in many police and court settings. Sight translation services help to remove obstacles to justice, facilitating victims, suspects, or witnesses of crime. This unit focuses on testing basic linguistic skills and contextual knowledge needed to give an oral translation at sight.

## !

You will deliver clear and precise oral translation at sight of a written text of a formal nature from English into another language for a non-English speaking audience; taking appropriate action based on the translated document.

## L

- LO1: Be able to convey the sense of the original message accurately without omissions or distortions
- LO2: Be able to translate at sight the passage with accuracy and clarity, with appropriate paraphrasing, where necessary
- LO3: Be able to demonstrate good language use and deliver the translation fluently with a good accent and clear pronunciation





04: P E !	
Core unit	
Level:	5
Unit Guided Learning Hours (GLH):	16
Total Unit Time (TUT):	90
Credit value:	9
Unit purpose and aim	

### A !

Everyday police officers take statements from victims, offenders or witnesses, many of whom are non-English speakers. By translating their statements into English, translators help ensure that justice is carried out fairly. Without good translation skills successful police interviews would not take place and the quality of an investigation could be compromised.

### ! ,

You will produce a translation from your native language into English, from a text of a semi-formal nature such as a victim or witness statement, enabling the police to take appropriate action based on the translated document.

### L

LO1: Be able to convey complete and accurate translation of the source text without omissions, additions or distortions

LO2:



05: English	
Core unit	
Level:	5
Unit Guided Learning Hours (GLH):	16
Total Unit Time (TUT):	90
Credit value:	9
Unit purpose and aim	

## Aims

Today linguists have a critical role to play in helping the police to investigate serious crimes and to inform the vulnerable of their rights. By translating specialist texts, linguists show that they can tackle various formal texts helping the most vulnerable to understand police and judicial process.

## Learning Outcomes

You will be able to produce translation from English into your target language from a text of a formal nature such as bulletin or brochure. You will demonstrate ability to transfer content into a comprehensible and acceptable form.

## Learning Objectives

- LO1: Be able to convey an accurate translation of the source text without omissions, additions or distortions
- LO2: Be able to produce translation which conveys the original message with coherence, appropriate sentence structures and linkages
- LO3: Be able to produce legible text suitable for the intended purpose which conveys meaning, and accuracy whilst displaying good awareness of intercultural differences



## Technological requirements

Requirements are specified in the CIOL Qualifications Candidate Guide to Remotely Delivered Exams which candidates are advised to read and understand prior to their assessment.

## Assessment resources

Use of reference materials in the examination.

Candidates are allowed to use dictionaries, glossaries in the written examination unit 05.

### Dictionaries

Any general bilingual or monolingual dictionary. Any specialised dictionary (e.g. medical, legal).

Any published glossary. Any word bank produced by candidates (must be in hard copy format capable of being examined by invigilators).

All of the above may be used in hard copy format only. Electronic dictionaries and devices for storing information in any form whatsoever are not allowed.

### Sample Paper Order Form

A sample paper order form may be downloaded from our website [www.ciol.org.uk](http://www.ciol.org.uk) or requested by email to [info.dpi@ciol.org.uk](mailto:info.dpi@ciol.org.uk)

An English only sample paper is also available on the website for download.