



**NB: Our admissions criteria were amended at the Assembly in January 2015. Please refer to the Regulation Governing Admissions and Language Classification, in particular Art.11 ([www.aiic.net/page/254](http://www.aiic.net/page/254))**

# Application for reclassification

**To be filled in by the applicant** (after having carefully read page 4)

Last Name:..... First Name:.....

E-mail: .....

<b>Number of days worked</b> in the proposed new language pair(s) (at least 50 in each new language pair):	days
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<b>My present language classification is the following :</b>		
<b>A:</b>	<b>B:</b>	<b>C:</b>
<b>I am requesting the following change to my language classification :</b>		
<b>A:</b>	<b>B:</b>	<b>C:</b>

<b>I wish to add the following language pairs</b> (please note that each language pair must be sponsored by at least 2 active members of aiic):
from.....into.....sponsored by.....and.....
from.....into.....sponsored by.....and.....
from.....into.....sponsored by.....and.....

**NB:**

As per the decision taken by the Assembly in 2012, applications for reclassification from C or B to A shall henceforth be sponsored by **5** active members with an A in the new A language and be accompanied by a letter explaining the reasons for the change. This shall also apply when adding a new A language.

For all other requests, please refer to page 4.

**To be filled in by at least two sponsors** (after having **carefully** read page 4)

**Please clearly indicate which language pair(s) you are sponsoring**

Last name: First name: Member of the Association since:  Language classification: A: B: C: Last meeting at which I listened to the applicant working in the language pair(s) requested: place: <b>date:</b> subject: languages:	I hereby vouch for the following language pair(s) in which I have heard the applicant work <b>over the course of the last 3 years:</b> <table border="1" data-bbox="634 390 1482 594"> <tr> <td>from</td> <td>into</td> <td>from</td> <td>into</td> </tr> <tr> <td>from</td> <td>into</td> <td>from</td> <td>into</td> </tr> <tr> <td>from</td> <td>into</td> <td>from</td> <td>into</td> </tr> </table> Consequently, I hereby vouch for the following language classification: <b>A:</b> <b>B:</b> <b>C:</b> signature: _____ date: _____	from	into										
from	into	from	into										
from	into	from	into										
from	into	from	into										
Last name: First name: Member of the Association since:  Language classification: A: B: C: Last meeting at which I listened to the applicant working in the language pair(s) requested: place: <b>date:</b> subject: languages:	I hereby vouch for the following language pair(s) in which I have heard the applicant work <b>over the course of the last 3 years:</b> <table border="1" data-bbox="634 932 1482 1136"> <tr> <td>from</td> <td>into</td> <td>from</td> <td>into</td> </tr> <tr> <td>from</td> <td>into</td> <td>from</td> <td>into</td> </tr> <tr> <td>from</td> <td>into</td> <td>from</td> <td>into</td> </tr> </table> Consequently, I hereby vouch for the following language classification: <b>A:</b> <b>B:</b> <b>C:</b> signature: _____ date: _____	from	into										
from	into	from	into										
from	into	from	into										
from	into	from	into										
Last name: First name: Member of the Association since:  Language classification: A: B: C: Last meeting at which I listened to the applicant working in the language pair(s) requested: place: <b>date:</b> subject: languages:	I hereby vouch for the following language pair(s) in which I have heard the applicant work <b>over the course of the last 3 years:</b> <table border="1" data-bbox="634 1474 1482 1677"> <tr> <td>from</td> <td>into</td> <td>from</td> <td>into</td> </tr> <tr> <td>from</td> <td>into</td> <td>from</td> <td>into</td> </tr> <tr> <td>from</td> <td>into</td> <td>from</td> <td>into</td> </tr> </table> Consequently, I hereby vouch for the following language classification: <b>A:</b> <b>B:</b> <b>C:</b> signature: _____ date: _____	from	into										
from	into	from	into										
from	into	from	into										
from	into	from	into										

# Annex to the application for reclassification

To be filled in by the applicant after having carefully read page 4

All members applying for a new language classification must provide proof of 50 days of work in each new language pair. You should provide a list using the format shown in the table below. The list should be **type-written** and indicate **the total number of days worked for each new language pair**. CACL may ask you to provide contracts relating to these meetings. Alternatively, if you work for a large institution, you may attach a certificate from the institution indicating your language pairs, the number of days worked and the period of time covered.

Sample list. Please only indicate language pairs that are not yet listed with aiic.

Date, location	Subject of conference	Language pair SPA > ENG	Language pair ITA > ENG	Simultaneous or consecutive
20-24/02/2015, Paris	Banking	5	5	Simultaneous
13-14/03/2015, Munich	Automotive	2		Simultaneous
Total		At least 50	At least 50	

**Please indicate the totals for each column**

I hereby apply for reclassification and declare having worked the above-mentioned days according to the rules and regulations of the Association.

Name:.....

Place:..... Date:..... Signature:.....

# Instructions for applicants and sponsors

In order to be admissible, an application for reclassification must include **at least 2 sponsorships**. These shall be chosen in such a way that the following conditions are fulfilled:

- For each new A language applied for: **5** sponsors with an A in that language and with one or several of the applicant's other working languages, as well as a letter justifying the change.
- For each new B language applied for: 1 sponsor with an A in that language plus 1 sponsor with an A or a B in that language. Furthermore, each sponsor shall have one or several of the applicant's other working languages.
- For each new C language applied for: 2 sponsors with an A, a B or a C in that language. Both sponsors must also have an A in the applicant's A language. Alternatively, one of the sponsors could have a C in the applicant's A language provided he/she has an A in the applicant's C language.
- For each new pair applied for: 2 sponsors. Both sponsors shall have an A, a B or a C in the source language. In addition, when the target language is an A, both sponsors shall have an A in the applicant's target language; when the target language is a B one of the sponsors shall have an A and the second sponsor an A or a B in the applicant's target language;

Sponsors need not necessarily belong to the same region as the applicant.
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## Note:

In any case, all sponsors taken together shall cover all the language pair(s) requested.