



MCIS Language Services
789 Don Mills Road Suite 1010
Toronto, ON M3C 1T5

EMPLOYMENT AND SOCIAL SERVICE SUBSIDY LETTER TO ENROLL IN TRANSLATOR TRAINING

MCIS offers clients, who are receiving financial assistance from government agencies, and who are proficient in English and at least one other language, different translator training options as a means to become employable.

By integrating theoretical concepts and principles together with practical application and skills development, this language-independent program aims to develop the competencies, skills, knowledge, and attitudes required to become translators. The program will benefit individuals who wish to begin a career in translation, as well as those already working as translators but who do not have previous training and/or who wish to upgrade their translation skills. The program covers the fundamentals of translation, steps in developing translation competence, the industry best practices, and information about growing a translation business.

Please explore the possibility of receiving a subsidy from Ontario Works for enrolling in the Translating Training program. Upon graduation from the training, graduates can apply to be added to our translators' roster, and apply to other agencies.

Please sign the **Consent to Share Information Form**, and share it with your case worker, who may choose to make a payment by cheque payable to **MULTILINGUAL COMMUNITY INTERPRETER SERVICES**, to you directly, or be invoiced for the amount.

Note on government loans: MCIS Translator Training is not a full-time program, hence students are not eligible for receiving funds from OSAP.

Yours truly,

Albe Shany

Business Development Representative

789 Don Mills Rd, Suite 1010, Toronto, ON M3C 1T5
T: 416-467-3097 ext. 780 | 1-888-990-9014

The following is a specific breakdown of the costs of the available training.

<p>Online Community Translator Training Program</p> <p>By integrating theoretical concepts and principles together with practical application and skills development, this language-independent program aims to develop the competencies, skills, knowledge and attitudes required to become a translator. The program will benefit individuals who wish to begin a career in translation, as well as those already working as translators who do not have previous training and/or who wish to upgrade their translation skills.</p> <p>The program covers the fundamentals of translation, steps in developing translation competence, the industry's best practices and information about growing a translation business.</p> <p>Format: 100% online and accessible 24/7 – You could start the course immediately</p> <p>Commitment: 120 self-study hours recommended</p> <p>Duration: Self-paced 8-week program (3-month access)</p> <p>Designation: Professional Community Translator (Language combination)</p> <p>Ministry-approved Translation program that covers:</p> <ul style="list-style-type: none">○ Fundamentals of Translation○ Developing Translation Competence○ Community Translation <p>• Training Fees</p>	<p>\$850 + HST (13%) Total: \$960.50</p>
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CONSENT TO SHARE INFORMATION

I, _____, the undersigned, hereby consent to the exchange of information between Employment and social service and MCIS Language Services.

The information to be shared is in connection with my employment goal, education and plans for employment.

Caseworker's name: _____

Organization or agency: _____

Location: _____

Telephone #: _____ **Extension:** _____

Signature: _____

Date: _____

Witness: _____

Date: _____