



# Translators, Interpreters, and Terminologists

## Pathway to Registration for Internationally Educated Professionals (IEP) in New Brunswick

Translators, Interpreters, and Terminologists are regulated professionals in New Brunswick (NB). Certification with the [Corporation of Translators, Terminologists and Interpreters of New Brunswick \(CTINB\)](#)—the regulatory authority—is required to use the title “certified translator”, “certified interpreter”, “certified conference interpreter” or “certified terminologist”, or the initials “CT”, “CI”, “CCfI”, “C.Term.” or any related designations as outlined in [An Act Respecting the Corporation of Translators, Terminologists and Interpreters of New Brunswick](#).

Translators translate written material from one language to another. Interpreters translate oral communication from one language to another during speeches, meetings, conferences, debates and conversation, or in court or before administrative tribunals. Terminologists conduct research to itemize terms connected with a certain field, define them and find equivalents in another language. Translators, terminologists and interpreters are employed by government, private translation and interpretation agencies, in-house translation services, large private corporations, international organizations and the media, or they may be self-employed.<sup>1</sup>

For work opportunities and other information, visit [NBjobs.ca](#).



## STEPS TO REGISTRATION

### PART 1: COMPETENCY ASSESSMENT

**Step 1 – Language Proficiency:** The CTINB does not require a language test for certification. However, a high level of proficiency in English or French<sup>2</sup>, and any additional working language, is expected. Language testing may be required for immigration or academic upgrading.

**Step 2 – Credential Assessment:** The minimum education requirement to be certified in NB is a University Degree with at least 30 credits in translation, terminology, interpretation plus two years of relevant experience, or four years of professional experience. Applicants must first apply to become a Candidate for Certification (CfC) by completing the CTINB [application form](#) and submitting all required documentation. CTINB will provide an admission exam to be completed independently.

### PART 2: REGISTRATION WITH THE NEW BRUNSWICK REGULATORY BODY

**Step 3 – Candidate for Certification (CfC):** The CTINB reviews credentials, experience, and admission examination results. If minimum requirements are met, and the applicant is legally entitled to work in Canada, CfC status is granted once the [membership fees](#) are paid. This transitional status is required before certification.

**Step 4 – Certified Member:** CfCs may become certified through one of the [three pathways](#). Eligibility requirements include: Translators must hold a degree in Translation and have two years (200,000

<sup>1</sup> [National Occupational Classification \(NOC\)](#) description.

<sup>2</sup> English and French are the official languages of New Brunswick.

words) of experience; Terminologists must hold a degree in Translation with at least 3 credits in Terminology and one year of experience; Interpreters must hold a master's degree in Interpretation and have one year of experience. Alternatively, four years of experience may be accepted for each profession.

**By Examination:** The certification exam administered by the Canadian Translators, Terminologists and Interpreters Council (CTTIC) is offered multiple times a year in NB cities (typically Moncton and Fredericton)<sup>3</sup>. The CTINB delivers the exam and notifies candidates one month in advance. Exams are sent unanimously to CTTIC for marking. Successful candidates will become certified members. Only one exam attempt per year is permitted. Current fees can be found [here](#).

**On Dossier:** Certification on Dossier requires candidates to demonstrate autonomous professional practice and submit a dossier containing substantial and varied work samples. Current fees can be found [here](#).

**Mentorship Program:** The program typically runs for six months. The CTINB appoints a mentor based on availability, and all communication occurs anonymously through a certification committee member. Formal and informal feedback is provided monthly. Current fees can be found [here](#).

**If you're in New Brunswick:** Contact a [WorkingNB office](#) for help navigating the registration process and to access employment counselling services.



## REGISTRATION COSTS AND TIMELINE<sup>4</sup>

Total fees to become a Certified Translator, Terminologist, or Interpreter are approximately \$1,000 CAD through examination, \$800 CAD through Dossier, and \$900 CAD through the Mentorship Program.<sup>5</sup> Credential evaluation takes one to two months. Overall timelines vary by pathway and individual circumstance. Certification by examination or mentorship can take about one year, while certification on Dossier can take three to six months.

**Pre-arrival:** You must be resident in Canada to initiate the process.



## WORKING IN CANADA

To work legally in Canada, you must be a Canadian citizen, a permanent resident, or hold a valid work permit. For immigration assistance, visit [Immigration New Brunswick](#). If you are already in Canada, WorkingNB employment counsellors are available to assist you prior to your arrival in New Brunswick. Email: [vecs.svce@gnb.ca](mailto:vecs.svce@gnb.ca) to set up an appointment.



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<sup>3</sup> An online version may be possible through a partnership with the Association of Translators and Interpreters of Ontario (ATIO).

<sup>4</sup> Fee and timeline estimates are as of December 2025 and are subject to change. Individual situations may increase costs and timelines—some examples include: document translation into English or French, international couriers, travel to exam sites, etc.

<sup>5</sup> This assumes that renewal as a Certified member will be required.