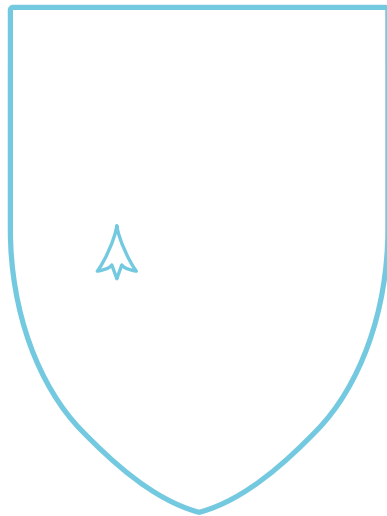


QUALIFICATIONS

CIOL

A guide to the

# Diploma in Translation



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# Diploma in Translation

The Diploma in Translation (DipTrans) is a professional qualification, set at level 7 (Master's level) and regulated by the Office of Qualifications and Examinations Regulation (Ofqual).

**S**pecialist qualifications are designed to provide a high level of expertise in a specific area. The DipTrans is a specialist qualification for translators. It is recognised and highly respected within the translating profession and shows that holders of the qualification possess the knowledge and skills necessary to provide translations of the highest quality. In any professional field of work, a specialist qualification demonstrates to employers and clients that you are at the top of your profession.

**I**nternational recognition is a key feature of the DipTrans. The DipTrans is recognised worldwide as the benchmark qualification for professional translators, and forms a major part of their credentials to distinguish themselves in an ever increasingly competitive marketplace. It is intended for working translators and for those wanting to embark on a career in professional translation.

**T**he DipTrans was first offered in 1989 and it is now taken in around 40 countries annually as candidates around the world recognise the benefits that a high-level qualification brings. It

Many CIOL translating members have taken the Diploma in Translation. Read their stories to find out how the qualification has helped them in their careers.



*This qualification not only helped me gain the professional recognition that I needed to further my career, but also led to possibilities of working with more prosperous clients who only sought translators with suitable qualifications.*

**A Y I** MCIL Chartered Linguist

[Read more: Being a professional, qualified linguist](#)

*I vividly remember how proud and more confident I felt as a translator to obtain my DipTrans. It has certainly made a positive difference and increased the number of calls I receive from agencies and other clients. I can honestly say that it allowed me to have the competitive edge over other translators who did not have the title CIOL DipTrans next to their names.*

**A I T** MCIL



*The DipTrans is a valuable recognition and professional validation, and has had a positive impact on my career. It shows my clients that I value their business, and new clients have now started to contact me.*

**M C P S** MCIL Chartered Linguist

[Read more: Positive impact of the DipTrans](#)

*The DipTrans ... the official confirmation of my professional capabilities from a leading industry body. Passing the DipTrans has given me the confidence to ask for the rate I think I deserve.*

**C A I -D** MCIL Chartered Linguist

[Read more: How the DipTrans helped my career](#)

## What agencies look for when recruiting translators preparing for the DipTrans:



*When we're considering adding translators to our books, linguists with formal qualifications like the DipTrans stand out because we know straight away that they are appropriately qualified, with the skills required to deliver professional quality translations.*

**Helen Smith**

Head of Operations at Surrey Translation Bureau

[Why the DipTrans qualification stands out to a translation agency](#)

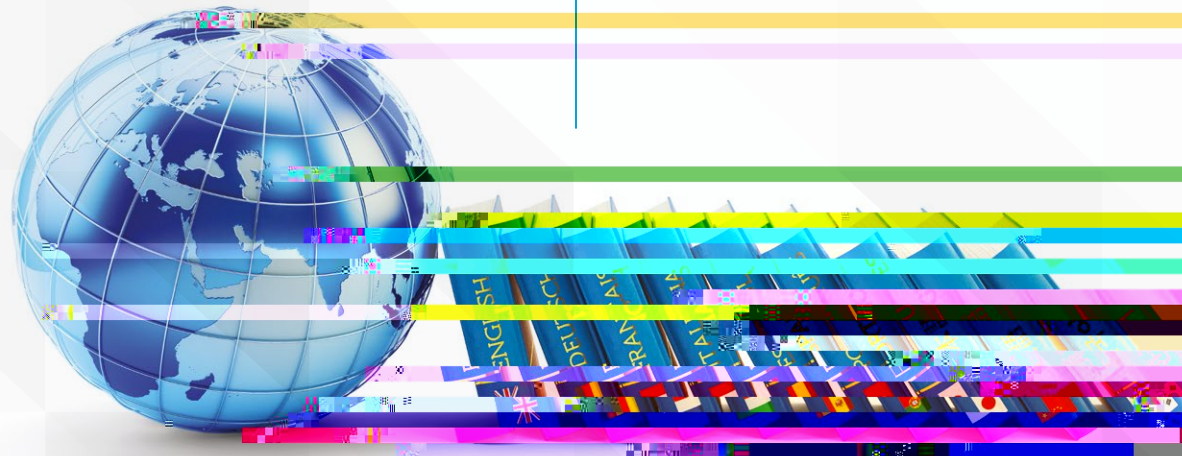
## Tips for candidates preparing for the DipTrans:



*Preparing for the DipTrans exam requires reflection and practice... Frequent practice using source texts or past papers is important... Practice also means reading good-quality articles in source and target languages.*

**Michael R. D. T.** Chief Moderator

[Read Michael's tips for candidates preparing for the exam](#)



## DipTrans award winners

Every year we present awards to candidates with the highest marks in the DipTrans. Three recent award-winning DipTrans candidates demonstrate the different routes to approaching the qualification. One already had a first degree and a Masters in Interpreting and Translation; another had a degree and was bilingual; while a third had school level qualifications but 30 years of practical working experience in translation.

Whatever route you take, the DipTrans is an achievement to be proud of and will give you more confidence in your skills as a translator.

In these short interviews, our award-winners talk about how they prepared for the exam, and how they found they had access to new sources of work after achieving the qualification.



M O



[Diploma in Translation](#)

*It's important to practice and get feedback from fellow translators.*



M B



[Diploma in Translation](#)

*My motivation for taking the DipTrans was to have my skills and abilities validated by a professional organisation.*



H K



[Diploma in Translation](#)

*I didn't have a formal qualification in translation, and I just wanted to prove to myself that I could do it!*

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## Qualification structure

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The qualification is made up of three units:

**Core unit:** Unit 01 General Translation (3 hours)

**Mandatory options units:**

Unit 02 Semi-specialised text in a Technology, Business or Literature context (2 hours)

Unit 03 Semi-specialised text in a Science, Social Science, Law or Arts and Culture context (2 hours)

While the full DipTrans qualification is the final goal, the semi-specialised texts in the mandatory options provide an opportunity to demonstrate applied translation within specific contexts, as listed above.

Each unit is both challenging and rewarding, carries its own unit certificate, and is a step towards gaining the full qualification.

A DipTrans semi-specialised unit certificate is the proof of both linguistic excellence and the ability

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# Languages

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# QUALIFICATIONS



The Chartered Institute of Linguists (CIOL) is the leading professional body for language practitioners, setting the professional standard for linguists worldwide. CIOL is the only body to offer Chartership, recognised globally as a badge of quality and competence for many professions. Founded in 1910 to promote high standards in the use of foreign languages in industry and commerce, CIOL has over 7,000 members.

CIOL Qualifications (CIOLQ) is CIOL's Awarding Organisation and is registered with the Office of Qualifications and Examinations Regulation (Ofqual). Ofqual is a non-ministerial government department with jurisdiction in England. It is responsible for making sure that regulated qualifications reliably indicate the knowledge, skills and understanding students have demonstrated. With decades of experience, CIOL Qualifications is at the centre of a community of over 3,000 highly qualified and experienced assessors and language specialists.

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