

## Certified Translations in Ontario What you need to know

If you are a new immigrant or a returning Canadian who has lived, worked or studied abroad, you may need a certified translation of various personal documents, references and qualifications. This short guide will help you reach an informed decision on the right translator for your needs.

### What is a Certified Translator?

Under an Ontario law—the Association of Translators and Interpreters of Ontario Act—Certified Translator is a reserved title. Only members of the Association of Translators and Interpreters of Ontario (ATIO) who have passed the certification examination and subscribed to ATIO's code of professional ethics may use this title.

Translations bearing the stamp and signature of a Certified Translator in the relevant language combination are accepted by most federal and provincial government departments (such as immigration, driver and vehicle licensing) without any need for additional certification by a Commissioner for Oaths or Notary Public.

You can find a Certified Translator in many language combinations in ATIO's online directory at [www.atio.on.ca](http://www.atio.on.ca)

### Certification confusion?

You may have obtained quotes from other providers of "certified translations" such as translation agencies. Some of these agencies will simply consult the ATIO directory and subcontract the work to a Certified Translator while charging you, the client, a hefty markup.

Certification is personal and not transferable. A certified translation can only be provided by a Certified Translator, not an agency.

### The ATIO stamp of quality

Remember: The only official recognized certification in Ontario is a Certified Translator's ATIO number, seal or stamp and signature. With this, you can be confident that the translation will be accepted by the authorities as the work of an appropriately qualified professional.

### WHAT KIND OF DOCUMENTS REQUIRE CERTIFIED TRANSLATION?

**Driver's licences:** If you want to exchange your foreign driver's licence for an Ontario licence

**Vehicle registrations:** If you're importing a car that was previously licensed abroad

**Birth and marriage certificates, foreign passports:** For immigration, citizenship, Canadian passport and other applications

**Divorce decrees:** If you were previously married abroad and wish to remarry in Ontario

**Educational qualifications:** For immigration, study, work and professional licence applications

**Employer's references:** If you worked abroad and are applying for a job or a professional licence in Ontario

**Legal documents:** Some foreign documents relating to cases brought before the Ontario courts

**ATIO is the first translators' association in the world whose certified members are deemed professionals by law. In February 1989 the Province of Ontario granted a reserved title for certified members of ATIO through the Association of Translators and Interpreters Act, 1989.**

**ATIO is the only certification body in the province of Ontario for translators, court interpreters, conference interpreters and terminologists.**

For more information visit our website at <http://atio.on.ca/about/index.php>