

Administrative Office of the Courts

Supreme Court of New Mexico

Arthur W. Pepin, Director

Patrick Simpson, Deputy Director

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www.nmcourts.gov

Scholarship Application-Applicants Data

New Mexico Center for Language Access

Language Access Specialist

*****Submit all three forms and supporting documentation to the address provided on page 2 of this application form by January 5th, 2015.*****

Date _____ Name _____

Address _____

Phone Numbers: Day Work: _____

E-Mail Address: _____

Current Job Title: _____

Court or Division: _____

How long have you been in your current position? _____

How long have you worked for the New Mexico Judiciary? _____

Language Abilities: Please indicate in addition to English, in what other languages you are fluent.

Date of NMCLA Interview: _____

Administrative Office of the Courts, Language Access Specialist Pamela Sanchez, 827-4953 Retain Until Superseded:
Dev 9/29/10, Rvd 10/1/12

Scholarship Application- References
New Mexico Center for Language Access
Language Access Specialist

Please attach written statements from each of the following individuals. They may choose to use the attached form (page 3 of this document).

Your Immediate Supervisor

Name: _____

Phone: _____

E-mail: _____

The Court Executive Officer, Chief Clerk, or Director of your Court or Division:

Name: _____

Phone: _____

E-mail: _____

Also, attach:

1. A written statement regarding why you are requesting this scholarship and how you will use the NMCLA Language Access Specialist Certificate to enhance language access at your workplace.
2. A copy of your notification of acceptance into the NMCLA Language Access Specialist Certification Program.
3. A copy of your resume and work history.

Signature: _____

Date Submitted: _____

RETURN this completed application and attachments at by January 5th weeks before the session start date.

Paula Couselo E-mail: aopvc@nmcourts.gov - New Mexico Administrative Office of the Courts - 237 Don Gaspar, Room 25 Santa Fe, New Mexico 87501

FORM No. 3.09.B

Inquiries: Administrative Office of the Courts, Language Access Specialist Pamela Sanchez, 827-4953 Retain Until Superseded: Dev 9/29/10, Rvd 10/1/12

**Scholarship Application - Supervisor/Court CEO Reference
Form**

New Mexico Center for Language Access

Language Access Specialist

Applicant's Name: _____

Person Completing the Form

Name _____ Title _____

Contact Info _____

Please respond to the following questions:

1. How long have you known the applicant and in what capacity?
2. Why are you recommending this applicant for Language Access Specialist Certification?
3. How do you see the applicant, once certified, providing language access services in your court?
4. Will you allow this employee, once certified, to assist others outside of his/her specific job responsibilities, as needed to ensure language access for court customers?
5. District/Metro Courts Only: Will you provide the \$1.00 per hour pay increase to this applicant once they have provided proof of LAS Certification?
6. Please provide any additional information you believe will be helpful to the Scholarship Award Committee.

Return to applicant for submission.

FORM No. 3.09.B Inquiries:

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