



Boston University Metropolitan College
Center for Professional Education

Interpreter Request Form

The Boston University Center for Professional Education trains individuals who are fluent in English as well as Chinese (Mandarin), Portuguese, or Spanish to interpret in a variety of roles. From general (community) interpreting to more specialized medical and legal interpreting, our students receive extensive training from interpreting professionals. If you would like to hire one of our students or graduates for interpreting work—either on a one-time or ongoing basis—please fill out the form below and submit it to Program Manager Holly Conviser via email at conviser@bu.edu.

First Name: _____ Last Name: _____

Company: _____

Phone Number: _____ Email: _____

Select Language

Chinese (Mandarin) Portuguese Spanish

Select Specialty

General/community interpreter Medical interpreter Legal Interpreter*

*If legal, do you require a state-licensed court interpreter? Yes No

Is this a paid opportunity? (*To be negotiated with student and/or graduate*) Yes No

Please describe the nature of the event for which you require an interpreter:

Date(s) for which you require an interpreter: _____

Length of time per day for which you require an interpreter: _____

Location of interpreting: _____

Please add any additional information that will help us match you with an interpreter:

Once you submit your request, BU will refer your request to our students and/or graduates.

Our students and/or graduates will then contact you directly regarding the opportunity.

If you have any questions, please contact Holly Conviser at conviser@bu.edu or 617-358-3277 to request that a copy of your transcript be emailed to you.