



**TEXAS A&M**  
**UNIVERSITY**  
**KINGSVILLE**

## Certificate of Translation

**When to use this form:** If you expect to enroll more than one non-English speaking subject in the United States or in a foreign country, submit this form with translated materials to indicate the qualifications of the translator. The Certificate of Translation is required to verify that the translations are accurate. Those who translate the material are to provide a brief description of their qualifications, skills or experience for serving in this role and sign the certificate of translation form. Verifications of translations should be performed by a third party who is not affiliated with the research protocol in question.

**Please note the following:**

- For research conducted in languages other than English, the IRB requires the consent and other research material as applicable (e.g. surveys, instruments, recruitment, etc.) in both English and the language in which research is being conducted.
- Researchers may wish to delay the initial translation until after the IRB has reviewed and approved the English versions. Doing so may help researchers avoid multiple translations.
- If the translated versions of the documents are submitted to the IRB after initial approval of the English version, please submit an amendment along with the translated material and a copy of the certificate of translation.

**Section 1. PROTOCOL INFORMATION**

<b>A. Principal Investigator:</b>	
<b>B. IRB Study Number:</b>	
<b>C. Study Title:</b>	

**Section 2. TRANSLATOR**

<b>A. Translator's Name:</b>		
<b>B. Translator Email Address:</b>		
<b>C. Translator's Qualifications:</b>		
<b>D. Language of translation:</b>		
<b>E. Name of Translation Service (when applicable):</b>		
<b>2E. List of document(s) translated:</b>		
<b>2F. Date(s) of translation(s):</b>		
<b>2G. The translator declares that they are fluent in and understand the English language and the language of translation. The non-English documents for this study are a true and accurate translation of the English documents. By signing below, I, the translator, agree with this statement.</b>		
<hr style="width: 30%; margin: 0 auto;"/> <p>Translator Signature</p>	<hr style="width: 30%; margin: 0 auto;"/> <p>Date</p>	