



New Mexico Commission for Deaf & Hard of Hearing

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Renewing a New Mexico Interpreting License

For more information contact:

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505.383.6530 Voice/TTY

505.435.9319 Videophone for Sign Language Users

All licenses expire on the last day of the month in which they were issued. Provisional licenses must be renewed annually, and Community and Educational licenses are renewed every two years. The process for all of them is described below, followed by additional information about Continuing Education Unit (CEU) requirements for each license type.

Renewal Process

Renewals are handled in the same place as initial applications: the NM-PLUS online system which is accessed from the Signed Language Interpreting Practices Board (SLIPB) website: www.rld.nm.gov/boards-and-commissions/individual-boards-and-commissions/signed-language-interpreting-practices/. Click on "Licensing, Registration, and Renewal" then on the NM-PLUS logo at the top of the page.



You will already have a login for the system from your initial application but will likely be prompted to change your password. Once you log in you will see all of your licenses issued by the New Mexico Regulation and Licensing Department (NMRLD). Select the 'Action' pull-down next to the license you need to renew. If 'Renew' is not an option, you are too early – licenses can be renewed 45 days before their expiration date.

Follow the steps through the system to answer questions specific to the license you are renewing. At the end you will be prompted to upload required documents and pay the renewal fee.

Provisional License Renewal

Although RID does not require pre-certified members to earn CEUs, New Mexico Licensure Rules require CEUs to renew Provisional licenses. The RID Certification Maintenance Program (CMP) applies only to interpreters holding an RID recognized certification. Those Certified members are required to earn 8 CEUs (80 contact hours) in each 4-year CMP cycle to maintain certification. Based on that number, the requirement in the New Mexico Licensure Rules for Provisional licenses is pro-rated to 2 CEUs per year for renewal.

CEU proof is your RID Associate Continuing Education Tracking (ACET) Transcript, which is accessed in the RID member portal at www.RID.org. Sign into your account, then in the red section click “Download CEU Transcript” which will download a PDF copy showing all your CEUs. Save the PDF and upload it to the NM-PLUS system. ACET Transcripts reset each July 1 for Associate members, so if you didn’t download your transcript before that time, click on “View Your Education History” and change the dates to view and download the previous year. Follow the instructions about entering a year and a day to change the dates.

If you earned CEUs before you converted your RID membership from Student to Associate, upload certificates of completion as documentation to the NM-PLUS system. The New Mexico Licensure Rules allow flexibility to accept certificates for first renewals.

You will also upload proof of current RID Associate membership. A screenshot from the RID Member Portal works well.

If you want to update your photograph for your Photo ID License, you may also upload a square color photo of your face. If you don’t upload a new photo, the one from your previous license will be used.

Educational License Renewal

There are two ways to qualify for an Educational License, and renewal requirements are different for each one. If you hold the Ed:K-12 credential from RID, you are a Certified member and only need to submit proof of current RID Certified Member status because your Certified status proves RID’s CEU requirements have been met.

If you qualified for the Educational License by meeting all of the requirements for the Ed:K-12 credential, you are an Associate Member and will need to provide proof of current RID Associate membership and your ACET Transcript showing 4 CEUs for each biannual renewal.

Community License Renewal

RID Certified interpreters only need to upload proof of current RID Certified Member status for renewals because your Certified status proves RID’s CEU requirements have been met.

BEI Certified interpreters must upload your BEI card showing your certification, as well as your BEI CEU transcript showing 4 CEUs for each biannual renewal.

Types of CEUs

RID CEUs are classified as General Studies (GS) or Professional Studies (PS), and into further specialized categories such as Power, Privilege, and Oppression (PPO). Certified members must earn a minimum number of PS and PPO CEUs in each 4-year cycle. At this time, the New Mexico Licensure Rules do not address the CEU categories for Associate members, so any earned CEUs meeting the minimum required number of CEUs for renewal are acceptable.