

## DOCUMENT TRANSLATION INSTRUCTIONS

You may translate documents which will be presented to local Immigration offices.

Your translations **must be verified by someone else** who knows both English and the language the document was written in. Add a statement like the one shown below to your translation. The statement must be signed to show your translation has been verified.

This is to confirm that the above is a true and correct translation from [original language here] into English, and that I am competent in both these languages.

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[line for signature]

*Type name of person signing*

*University title of person signing*

*University department of person signing*

**Who can verify?** If you can find someone who works here at UCSB and has a UCSB employment title, you may ask that person to confirm the accuracy of your translation. You can also choose to have the material translated by your Consulate, or in many other ways. This is just one way that is usually simple, quick, and inexpensive.