

Court Reporter

Certificate or Associate of Applied Science

The Court Reporter program is a two-year program leading to a certificate or an A.A.S degree. Court Reporters capture and document each word spoken, action taken or gestures made within the courtroom using various technologies. They are employed in courtrooms, for freelance firms, as Captioners, or doing CART (communications access realtime translation). Demand for court reporters is expected to soar in the next 5 years across the United States, with more than 5,500 new job openings. Students can expect an annual starting salary of \$45,000 - \$60,000. Upon successful completion of this program the student will have the skills required to sit for the Kansas Certified Court Reporter (CCR) exam administered by the Kansas State Board of Examiners of Court Reporters and the Registered Professional Reporter (RPR) credential administered by the National Court Reporters Association (NCRA).

Prerequisites

The degree-seeking student will need to demonstrate proficiencies in reading and English based on the Accuplacer exam or ACT/SAT scores. Some of the courses in this curriculum have specific prerequisites

Program Outcomes

- Maintain or increase transcribing skills to 50 wpm to produce and transcribe legal forms and court/deposition documents.
- Demonstrate a strong academic background in English, grammar, word usage, punctuation, legal terminology and principles of medical terminology so they will understand the vocabulary and material with which the working reporter deals.
- Verbally, and in writing, demonstrate competence in appropriate vocabulary knowledge and usage.
- Produce transcriptions and real time writing from depositions, interrogatories and court proceedings as they relate to the working reporter.
- Demonstrate machine shorthand speed to a level of 225 wpm with two voices at 95% accuracy in order to be eligible to take the Kansas Certified Court Reporter (CCR) exam administered by the Kansas State Board of Examiners of Court Reporters and the Registered Professional Reporter (RPR) credential administered by the National Court Reporters Association (NCRA).

Degree Program Outcomes

- Apply the knowledge gained in the certificate program and general education courses to demonstrate competence as a court reporter.

Course Sequence

The listing that follows is a recommended sequence of courses. The student should consult with an advisor for individualized needs specific to their academic situation and flexibility of course sequencing order.

NOTE Progress in theory and speed classes is very individualized. Students make progress at different rates, dependent of amount of time spent practicing and quality of

practice. Students should plan to spend a minimum of 10-15 hours outside of class weekly practicing on their steno machines.

Students may need to repeat speed classes to meet speed/accuracy requirements. Students repeating speed classes will incur additional tuition charges.

Sequence of Courses

		Cr Hrs
+RCR 101	Introduction to Court Reporting	3
+RCR 102	Realtime Reporting Theory	3
+RCR 105	Realtime Reporting Punctuation	3
+RCR 132	Realtime Reporting Advanced Theory	2
+RCR 106	Realtime Reporting Lab 80/100	5
+RCR 202	Realtime Reporting Two-Voice Dictation	3
+RCR 207	Realtime Reporting Technology	1
+RCR 116	Realtime Reporting Lab 120/140	6
+RCR 126	Realtime Reporting Lab 160/180	6
+RCR 200	Realtime Reporting Procedures	3
+RCR 206	Realtime Reporting Lab 200/210	3
+RCR 220	Realtime Reporting Internship	1
+RCR 216	Realtime Reporting Lab 210/225	3
+RCR 218	Realtime Reporting – RPR/State Exam Prep	3

Total Certificate Hours **45**

All certificate courses must be completed with a “C” or better.

The following must be completed for the Associate of Applied Science Degree:

CURR 100	1 st Year Seminar	1
CRIM 122	Criminal Law	3
PSYC 155	General Psychology	3
ENGL 101	English Composition I	3
CSIS 105	Computer Literacy Test Out or 1 cr hr if choose to complete course	0
ALHE 105	Medical Terminology	3
COMM 213	Interpersonal Communication	3
SOSC 100	Introduction to Sociology	3

Total Degree Hours **64**

+Denotes Certificate Courses

For more information contact:

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