COURT REPORTING

VERNON COLLEGE
VERNON · WICHITA FALLS

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Court reporters can quickly turn spoken words into readable, searchable, permanent text, and professionals trained in this field are currently in high demand. There are many job opportunities this certification can provide employment for: Courtroom Official Court Reporter, Freelance reporter, Broadcast Captioners, and Communication Access Realtime Translation (CART) providers. Students must be 18 years of age and have a high school diploma or high school equivalency. The program will prepare you to sit for the Texas Certified Shorthand Reporter (CSR) exam.

Court Reporting FAQs
How long is the program?
- A *minimum* of 18 months (or longer) to complete* Six 11-week modules and one online course

Where is the program located?

- This is a live online program. Students must be present online at scheduled class times

When does the program start?

- As advertised.

Do the classes meet during the day or at night?
- 6:00 pm to 10:00 pm three nights per week

Do I have to take any tests for admission to the program?
- Accuplacer NextGen Reading and Writing only

Salary Range for this area:
$35, 726 yr ($17.18 hr) to
$123,107 yr ($59.19 hr)*

*Based on institution, work experience, need, location, etc.

How can I pay for this?
Best Option: Workforce Solutions
If you don't qualify check with the CE Office for a CE Scholarship
Or Our Financial Aid Department can give you information about:
Alternative Education Loans (through a financial institution)
Veteran's Benefits
New Beginnings
940-692-8752 ext. 3347

vernoncollege.edu/ court-reporter

Court Reporting Schedule*

Course Title	Days	Times	Dates	Hours*	Fee
Workforce Development with Critical Thinking LEAD 1000 W 201	TBA	online	TBA	32	$200
Module 1 Beginning Court Reporting CRTR 1001 W	MTR	6:00 pm 9:20 pm	11 weeks	110	$1200
-----Break-----					
Module 2 Intermediate Court Reporting CRTR 2013 W	MTR	6:00 pm 9:20 pm	11 weeks	110	$1200
-----Break-----					
Module 3 Advanced Court Reporting CRTR 2041 W	MTR	6:00 pm 9:20 pm	11 weeks	110	$1200
-----Break-----					
Module 4 Court Reporting Speed and Academics Part 1 CRTR 1008 W	MTR	6:00 pm 10:00 pm	11 weeks	132	$1200
-----Break-----					
Module 5 Court Reporting Speed and Academics Part 2 CRTR 1010 W	MTR	6:00 pm 10:00 pm	11 weeks	132	$1200
-----Break-----					
Module 6 Court Reporting Speed and Academics Part 3 CRTR 2031 W	MTR	6:00 pm 10:00 pm	11 weeks	132	$1200
tuition subject to change			Total	758	$7400*

What equipment, software and book is required?

More detailed information will be available closer to next program start date. It is important for students to have all required equipment, software, and books prior to their first day of class:

- Steno Machine/Writer & real-time cable(s):
    1) Must get writer with a wide asterisk key, which goes wide to the right
    2) Must have a wide final DZ key, which goes wide to the left.
    3) Real-time cable
- Laptop:
    1) Must use a Windows operating system. (Chromebook, Apple/Mac or netbook computers are not acceptable.)
    2) Should have at least one USB port, 32GB or more of RAM, at least 512GB SSD drive, and an 11th Gen Intel Core i7 processor (or comparable).
    3) Microsoft Office and PDF reader required
- Transcription Software: 2 required
    1) real-time capability will be needed by fourth week of module 1
    2) speed building will be needed in module 3 (This is included in your tuition. You do not have to get this on your own.)

The software will require a Windows based computer operating system. Running Windows 8, 10 or higher. (Chromebook, Apple/Mac or netbook computers are not acceptable.)

- Books:
    1) Magnum Steno Theory 4th Edition (or latest edition)
    2) Medical Terminology: A Short Course (must be Fifth Edition) by Davi-Ellen Chabner
    3) How to Say it and Write it Correctly Now by Santo J. Aurelio. (must be 2nd Edition)
        #2 & #3 will not be required until module 4.

DISCLAIMER: *Although exit speed levels of proficiency written accurately are expected to complete this program, speed-building is accomplished on an individualized basis and to some extent self-paced and proven by how many practice hours are performed and, therefore, may not be attained in 18 months. Individuals may require additional time beyond the program in order gain sufficient speed and accuracy to sit for the state exam.*