

Court Reporting (CIP 22.0303)

281-756-3757

Associate of Applied Science Degree Program (A.A.S.)

****This degree is being deactivated and will no longer admit new students after Summer 2017.**

Course Number	Course Title	Credits
FIRST YEAR		
First Semester		
CRTR 1202	Law and Legal Terminology	2
CRTR 1312	Court Reporting Communications I	3
CRTR 1404	Machine Shorthand I - Theory	4
+ Creative Arts or	Select from Creative Arts Core Curriculum	<u>3</u>
+ Language, Philosophy & Culture	Select from Language, Philosophy & Culture Core Curriculum	<u>3</u>
		12
Second Semester		
CRTR 1207	Machine Shorthand Speedbuilding (60-80)	2
CRTR 1214	Court Reporting Technology I	2
CRTR 1306	Machine Shorthand II (60-80-100)	3
CRTR 2206	Medical Court Reporting	2
CRTR 2311	Reporting Communications II	<u>3</u>
		12
Third Semester		
CRTR 1208	Realtime Court Reporting I	2
CRTR 1257	Literary/Jury Charge Dictation I (100-120)	2
CRTR 2301	Intermediate Machine Shorthand (120-140)	3
+ Social & Behavioral Sciences	Select from Social & Behavioral Sciences Core Curriculum	<u>3</u>
		10
SECOND YEAR		
First Semester		
CRTR 1259	Literary/Jury Charge Dictation II (140-160)	2
CRTR 2217	Technical Dictation	2
CRTR 2303	Advanced Machine Shorthand (160-180)	3
CRTR 2312	Court Reporting Procedures	3
+ Government/Political Science	Select from Government/Political Science Core Curriculum	<u>3</u>
		13
Second Semester		
CRTR 2231	Court Reporter Certification Preparation (CSR/RPR)	2
CRTR 2335	Accelerated Machine Shorthand (200-225)	3
+ Mathematics or	Select from Mathematics Core Curriculum	<u>3</u>
+ Life & Physical Sciences	Select from Life & Physical Sciences Core Curriculum	<u>3</u>
		8
Third Semester		
* CRTR 2281	Cooperative Education - Court Reporting/Court Reporter	2
+ SPCH 1318	Interpersonal Communications	<u>3</u>
		5
Total Credits Required A.A.S. Court Reporting		60

+ Denotes core requirement. Speak with Department Chair or Academic Advisor for proper course selection.

* Capstone Course

1. The student shall pass the following tests:

- Two 180 wpm five-minute literary tests with no more than 20 errors - 97.8%
- Two 200 wpm five-minute jury charge tests with no more than 25 errors - 97.5%
- Two mock CSR exams. EACH exam consists of the following:
 - One 180 wpm five-minute literary test with no more than 45 errors - 95%
 - One 200 wpm five-minute jury charge test with no more than 50 errors - 95%
 - One 225 wpm five-minute testimony test with no more than 56 errors - 95%

2. Each student shall complete an internship (CRTR 2281) with a court reporter. Students are encouraged to utilize the dictation created by the faculty for home practice and skill building during free periods and before and after school.