



## COURT REPORTING TRANSCRIPTIONIST & COURT REPORTING 2 & 3



### Program Content

- Learn real-time shorthand theory
- Develop steno writer skills to record examination proceedings, testimony, judicial opinion, judge's charge to jury, judgment or sentence of a court, or other proceedings
- Prepare to attain the Registered Professional Reporter Industry Certification

### Program Length

- 750 hrs | **Court Reporting Transcriptionist**  
Full Time 6 months
- 600 hrs | **Court Reporting 2**  
Full Time 4 months
- 1500 hrs | **Court Reporting 3**  
Full Time 12 months

### Approximate Cost

\$9,722

### Location

Online

### Schedule

- Online

### Description of Program

The Court Reporting Transcriptionist and Court Reporting 2 and 3 is a three-program sequence, approved by the National Court Reporters Association. This program teaches students real-time shorthand theory and steno writer skills to record examination proceedings, testimony, judicial opinion, judge's charge to jury, judgment or sentence of a court, or other proceedings. This program is a precursor to the burgeoning fields of Communication Access Realtime Translation (CART) and closed captioning for persons with hearing loss. Students will be prepared to attain the Registered Professional Reporter Industry Certification.

### Requirements for Admission

- Orientation/Testing/Counselor Interview
- Computer with Internet access, microphone/speakers, Microsoft Office 2013 and Windows 7 or 8 operating system
- Basic computer skills

### Industry Certification & State Credential Exams

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study.

### College Credit Transfer Opportunity and/or Advanced Credit

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate Degree by Broward College or the Florida College System. For eligibility requirements, visit [www.broward.edu/careerpath](http://www.broward.edu/careerpath).



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To be admitted into a program of study offered by Sheridan Technical College, an individual must satisfy all of the admission requirements applicable to that program of study. General admissions and registration procedures for Sheridan Technical College are as follows:

### ADMISSION AND REGISTRATION PROCEDURES

#### 1. Attend Orientation

Applicants for technical programs must attend an on campus or online orientation.

- **On-campus Orientation:** It is strongly recommended and provides an in depth overview of our programs and resources. For Main Campus orientation, please report to Building #11 by 8:30 am. For West Campus orientation, please report to the main office by 8:00 am.
- **Online Orientation:** At the end of the online orientation you must complete the Online Orientation Survey. To access the orientation visit: <http://www.sheridantechical.com/HowtoApply/OnlineOrientation>

#### 2. Take the Test of Adult Basic Education (TABE)

- **Main Campus:** TABE is administered Monday through Thursday for all programs directly after orientation. Applicants must report to Building #11 with a valid picture ID and \$10.00 by 8:30 am.
- **West Campus:** TABE is administered Tuesday, Wednesday and Friday for all programs. Applicants must check in with a valid picture ID and \$10.00 by 8:00 am.
- Prospective students showing evidence pursuant to State Board **Rule 6A-10.040(8)** may be eligible to receive an exemption from taking the TABE. A program counselor/advisor can assist you with identifying Basic Skills exemption criteria.
- Programs that do not require TABE testing are as follows: Commercial Class B Driving, Commercial Vehicle Driving, Facials Specialty, Gaming Machine Repair Technician, Home Health Aide, Patient Care Assistant and Phlebotomy.

#### 3. Schedule and Attend a Counselor Interview

- Schedule an appointment for an interview with the program counselor/advisor by calling 754.321.5400 (Main Campus) or 754.321.3900 (West Campus).
- Discuss TABE scores and next steps. Next steps may include a referral for remediation if minimum basic skills levels have not been achieved, program placement, special needs, financial aid and registration procedures. **Test scores cannot be given over the phone.**
- Please bring two forms of documented Florida residency to the interview.

#### 4. Register for Class

- Registration for postsecondary students is held throughout the year.
- Please check with the program counselor/advisor for availability and registration dates.

Sheridan Technical College  
& Technical High School,  
**D. Robert Boegli, Director**  
Mary A. Barba, Assistant Director  
Barrett Goldman, Assistant Director  
Annette Johnson, Assistant Director  
Anna Knaeble, Assistant Director  
Thomas Moncilovich, Assistant Director



Sheridan Technical College & Technical High School  
is accredited by  
the Commission of the Council on Occupational Education.

Council on Occupational Education  
7840 Roosevelt Road, Building 300, Suite 325  
Atlanta, GA 30359  
Tel (770) 396-3898 • Fax (770) 396-3790  
[www.council.org](http://www.council.org)



Sheridan Technical College & Technical High School  
Practical Nursing Program is accredited through  
Accreditation Commission for Education in Nursing, Inc.

Accreditation Commission for Education in Nursing, Inc. (ACEN)  
3343 Peachtree Road NE, Suite 850  
Atlanta, GA 30326  
Tel (404) 975-5000 • Fax (404) 975-5020  
[www.acenursing.org](http://www.acenursing.org)

### Court Reporting Transcriptionist (B600100)

<b>Tuition/Registration</b>	<b>\$2,368</b>
PAVE .....	\$2,100
Lab .....	\$188
Registration Fee .....	\$60
Student Activity Fee .....	\$10
Test Fee .....	\$10

#### Books/Supplies **\$292**

Phoenix Theory Book I & II 2014  
Fast Track to Machine Shorthand+CD

#### Approximate Program Cost **\$2,660**

### Court Reporting 2 (B700600)

<b>Tuition/Registration</b>	<b>\$1,910</b>
PAVE .....	\$1,680
Lab .....	\$150
Registration Fee .....	\$60
Student Activity Fee .....	\$10
Test Fee .....	\$10

#### Books/Supplies **\$315**

CATalyst- Learn to Use Case Catalyst

#### Approximate Program Cost **\$2,225**

### Court Reporting 3 (B700700)

<b>Tuition/Registration</b>	<b>\$4,725</b>
PAVE .....	\$4,200
Lab .....	\$375
Registration Fee .....	\$120
Student Activity Fee .....	\$20
Test Fee .....	\$10

#### Books/Supplies **\$112**

Quick Medical Terminology 5th Ed.  
*ISBN: 9780470886199*  
Court Reporter's Handbook 5th Ed.  
*ISBN: 9780135049563*  
Court Reporter's Language Arts Workbook  
*ISBN: 9780131843912*

#### Approximate Program Cost **\$4,837**

*Prices are for Florida Residents. Fees listed are based on the number of class days according to the District calendar. Books and Supplies are subject to change.*

