

Court Reporting Scopist Certificate Program

Length: Three-Semester Program

Purpose: The Court Reporting Scopist Certificate prepares the student for full-time employment immediately in a specialized business occupation. This course provides a job outlet for those students who desire to work in the court reporting field, but do not desire to become a court reporter, or who find they must secure employment within a shorter time.

Program Requirements: Students entering this program must be high school graduates or possess a GED equivalency certificate. Each student is urged to consult with the Counseling Center and the Court Reporting Department Chairperson in planning his/her program. The Court Reporting Scopist Certificate will be awarded upon satisfactory completion of the three-semester program.

<i>Course Number</i>	<i>Course Title</i>	<i>Lecture Hours</i>	<i>Lab Hours</i>	<i>Credits</i>
FIRST YEAR				
First Semester (Fall)				
CRTR 1302	Law and Legal Terminology	3	0	3
CRTR 1312	Reporting Communications I	2	3	3
CRTR 1404	Machine Shorthand I - Theory	<u>2</u>	<u>8</u>	<u>4</u>
		7	11	10
Second Semester (Spring)				
CRTR 1314	Reporting Technology I	2	3	3
CRTR 2306	Medical Reporting	3	0	3
CRTR 2311	Reporting Communications II	<u>2</u>	<u>3</u>	<u>3</u>
		7	6	9
Third Semester (Summer)				
CRTR 2313 or CRTR 2312	Reporting Technology II or Court Reporting Procedures	2	3	3
*CRTR 2380 or CRTR 2381	Cooperative Education - Court Reporter or Cooperative Education - Court Reporter	<u>1</u>	<u>20</u>	<u>3</u>
		3	23	6

*Capstone Course

Total Credits Required for Court Reporting Scopist Certificate25



Court reporting students participating in a mock trial at the Friendswood Municipal Court to gain experience.