Program Completion Guideline

The program is designed to be completed in 24 months (2 years), but can be completed faster depending on how fast a student tests out of their speeds.

Below is a recommended completion plan to finish the program in 2 years. Please keep in mind that it can take longer depending on each individual student (withdrawals, leaves of absence, building finger speed, etc.).

QUARTER 1

- Theory, Quarter 1

QUARTER 2

- Theory, Quarter 2
- Medical Terminology

QUARTER 3

- Theory, Quarter 3
- English & Legal Terminology

QUARTER 4

- Speed Building (100 Literary/120 Jury Charge/140 Testimony)
- Court Reporting Punctuation
- Court Reporting Technologies/C.A.T. Software

QUARTER 5

- Speed Building (120 Literary/140 Jury Charge/160 Testimony)

QUARTER 6

- Speed Building (140 Literary/160 Jury Charge/180 Testimony)

QUARTER 7

- Court Reporting Procedures
- Speed Building (160 Literary/180 Jury Charge/200 Testimony)

QUARTER 8

- Internship
- Speed Building (180 Literary/200 Jury Charge/225 Testimony)

QUARTER 9 *OPTIONAL*

- Speed Building (200 Literary/220 Jury Charge/250 Testimony)
- Speed Building (220 Literary/240 Jury Charge/280 Testimony)