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	QUARTER 2
• Theory, Quarter 1	 Theory, Quarter 2 Medical Terminology
QUARTER 3	QUARTER 4
 Theory, Quarter 3 English & Legal Terminology 	 Speed Building (100 Literary/120 Jury Charge/140 Testimony) Court Reporting Punctuation Court Reporting Technologies/C.A.T. Software
QUARTER 5	QUARTER 6
• Speed Building (120 Literary/140 Jury Charge/160 Testimony)	• Speed Building (140 Literary/160 Jury Charge/180 Testimony
QUARTER 7	QUARTER 8
 Court Reporting Procedures Speed Building (160 Literary/180 Jury Charge/200 Testimony 	InternshipSpeed 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