

# 2025-2026 BUSINESS, MANAGEMENT & ADMINISTRATION

## COURT REPORTING

### COURSE CONTENT

Court reporters record verbatim (word-for-word) testimony and produce transcripts of the testimony. Instruction includes an introduction to verbatim writing skills to work with persons with hearing loss (CART – Communication Access Realtime Translation) and provide captioning for television. The program at ATC utilizes the latest technology in computer-aided transcription and real-time writing; i.e., the ability to have an instantaneous translation of the spoken word by projecting the words onto a television screen for the benefit of persons with hearing loss or onto computer monitors for the benefit of trial participants.

This program is a planned sequence of instruction consisting of three (3) levels. Students completing Court Reporting Technology and Court Reporting 2 possess the entry-level skill-set of a scopist or transcriptionist. To become a Court Reporter, students must complete all three (3) levels of the program. This program places strong emphasis on conflict-free theory, real-time writing, speed development, legal terminology, medical terminology, courtroom procedures, and English skills. When a student reaches the speed of 200 words a minute, he/she participates in an internship that enables the student to sit in on trials and depositions with a working reporter, thus gaining confidence and skill.

A court reporting career, including broadcast captioners, offers an independent lifestyle, prestige, and flexibility, along with a substantial salary. Students shall pass three (3), five-minute tests with 95% accuracy at each of the following speeds: 225 wpm testimony (two-voice), 200 wpm jury charge, and 180 wpm literary. Students shall complete at least 40 verified hours of actual writing time during the internship experience.



This program is approved by the  
National Court Reporters Association (NCRA)

### ADDITIONAL SKILLS COVERED:

- Captioning for Television
- Computer Literacy
- Computer-Aided Transcription
- Computer-Compatible Theory
- Courtroom Procedures
- Employability Skills
- General Office Procedures & Skills
- Grammar & Punctuation for Reporters
- Information Processing
- Job Application Techniques
- Legal Terminology
- Medical Terminology
- Oral & Written Communications
- Portfolio
- Realtime Technology
- Speed Development

### ADMISSION REQUIREMENTS:

- 16 Years of Age or Older
- Attend an ATC Program Information Session
- Basic Skills Testing or Exemption
- Meet with Program Counselor/Advisor

**Be Part of Exciting  
Business Industry!**



### PROGRAM LENGTH

2850 Hours (approx. 28 months full-time)  
*Court Reporting Technology: 750 Hours*  
*Court Reporting 2: 600 Hours*  
*Court Reporting 3: 1500 Hours*

### PROGRAM OFFERED

August & January

### DELIVERY METHOD

**Distance:** 100% of required instructional hours via distance education

### DAYS & TIMES

**Distance:** with mandatory virtual weekly labs  
**Distance:** Monday - Friday  
**Virtual Labs:** Various options available.  
Please coordinate with instructor.



### Atlantic Technical College & Technical High School

4700 Coconut Creek Parkway  
Coconut Creek, FL 33063  
754.321.5100 | Fax: 754.321.5380

### Arthur Ashe, Jr. Campus

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Fort Lauderdale, FL 33311  
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For more information call 754.321.5200  
or visit [AtlanticTechnicalCollege.edu](http://AtlanticTechnicalCollege.edu)



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## COURT REPORTING

### COURT REPORTING TECHNOLOGY B600100 (750 HOURS)

<b>TUITION</b> (approx. cost based upon program length)	<b>\$2,100</b>	
<b>LAB FEE</b> (approx. cost based upon program length)	<b>\$263</b>	
<b>BASIC SKILLS TEST</b>	<b>\$15</b>	
<b>REGISTRATION FEE</b> (non-refundable fee - \$40/semester or \$20/quarter)	<b>\$60</b>	
<b>ANNUAL STUDENT ACTIVITY FEE</b> (\$20 per academic year)	<b>\$20</b>	
<b>TUITION &amp; FEES</b>	<b>\$2,458</b>	

IN-STATE FEE	OUT-OF-STATE-FEE
\$2,100	\$8,400
\$263	\$263
\$15	\$15
\$60	\$60
\$20	\$20
<b>\$2,458</b>	<b>\$8,758</b>

### COURT REPORTING2 B700600 (600 HOURS)

<b>TUITION</b> (approx. cost based upon program length)	<b>\$1,680</b>	
<b>LAB FEE</b> (approx. cost based upon program length)	<b>\$210</b>	
<b>BASIC SKILLS TEST</b>	<b>\$15</b>	
<b>REGISTRATION FEE</b> (non-refundable fee - \$40/semester or \$20/quarter)	<b>\$60</b>	
<b>ANNUAL STUDENT ACTIVITY FEE</b> (\$20 per academic year)	<b>\$20</b>	
<b>TUITION &amp; FEES</b>	<b>\$1,985</b>	

IN-STATE FEE	OUT-OF-STATE-FEE
\$1,680	\$6,720
\$210	\$210
\$15	\$15
\$60	\$60
\$20	\$20
<b>\$1,985</b>	<b>\$7,025</b>

### COURT REPORTING 3 B700700 (1500 HOURS)

<b>TUITION</b> (approx. cost based upon program length)	<b>\$4,200</b>	
<b>LAB FEE</b> (approx. cost based upon program length)	<b>\$525</b>	
<b>BASIC SKILLS TEST</b>	<b>\$15</b>	
<b>REGISTRATION FEE</b> (non-refundable fee - \$40/semester or \$20/quarter)	<b>\$120</b>	
<b>ANNUAL STUDENT ACTIVITY FEE</b> (\$20 per academic year)	<b>\$40</b>	
<b>TUITION &amp; FEES</b>	<b>\$4,900</b>	

IN-STATE FEE	OUT-OF-STATE-FEE
\$4,200	\$16,800
\$525	\$525
\$15	\$15
\$120	\$120
\$40	\$40
<b>\$4,900</b>	<b>\$17,500</b>
<b>\$9,343</b>	<b>\$33,283</b>

**TUITION & FEES**  
are subject to change based on enrollment. There may be additional costs associated with books, uniforms, special tools, equipment, and other related items.

### 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. Exam costs are additional; however, you may qualify for reimbursement of your exam cost(s) upon passing. See your program counselor/advisor for more information.

### COLLEGE CREDIT TRANSFER OPPORTUNITY CREDENTIAL EXAMS:

Upon completion of the program, you may be eligible to receive FREE associate degree transfer credits from Broward College or another state college. To learn more and determine eligibility, visit [browardtechnicalcolleges.com/articulation-agreement/](http://browardtechnicalcolleges.com/articulation-agreement/), scroll to the career cluster photos, click Business, Management & Administration, or contact your program counselor/advisor. Additional college credit may be awarded with the attainment of industry certifications.

### BOOKS/SUPPLIES:

For a list of books and prices go to [atlanticttechnicalcollege.edu/bookstore-price-list/](http://atlanticttechnicalcollege.edu/bookstore-price-list/) or visit the bookstore on campus. Additional supply information can be found in the syllabus located on the web page for this program.

### Follow us on:



## GET STARTED TODAY

### YOUR ACTION STEPS

- STEP 1** | Attend an ATC Program Information Session
- STEP 2** | Reply to Follow-up Email
- STEP 3** | Secure Funding Source
- STEP 4** | Registration, Payment, and Enrollment

### POSSIBLE JOB TITLES

- Certified Court Reporter
- Digital Court Reporter
- Scopist

### Job Outlook

For information regarding *Court Reporting* salaries/wages, visit [FloridaJobs.org](http://FloridaJobs.org)



**GET THERE**  
with Atlantic Technical College

**THE MISSION OF ATLANTIC TECHNICAL COLLEGE & TECHNICAL HIGH SCHOOL** is to promote excellence in academic, career and technical studies in order to prepare students to enter and remain competitive in a global workforce.



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