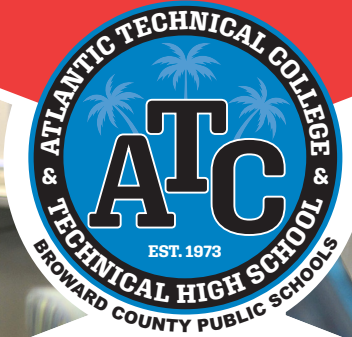


# 2026-2027 BUSINESS, MANAGEMENT & ADMINISTRATION COURT REPORTING



## 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.

## 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.

## 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 THE EXCITING TRANSPORTATION INDUSTRY!

For more **INFORMATION**  
call **754.321.5200** or visit  
**AtlanticTechnicalCollege.edu**

Atlantic Technical College & Technical High School | 754.321.5100  
4700 Coconut Creek Parkway, Coconut Creek, FL 33063

Arthur Ashe, Jr. Campus | 754.322.2800  
1701 NW 23rd Avenue, Fort Lauderdale, FL 33311

# COURT REPORTING

## COURT REPORTING TECHNOLOGY

**B600100 (750 HOURS)**

TUITION	\$2,100
LAB FEE	\$263
BASIC SKILLS TEST	\$15
REGISTRATION FEE (non-refundable fee)	\$75
ANNUAL STUDENT ACTIVITY FEE	\$20
<b>*TUITION &amp; FEES</b>	<b>\$2,473</b>

**IN-STATE FEES**

\$2,100
\$263
\$15
\$75
\$20
<b>\$2,473</b>

**OUT-OF-STATE FEES**

\$8,400
\$263
\$15
\$75
\$20
<b>\$8,773</b>

## COURT REPORTING 2

**B700600 (600 HOURS)**

TUITION	\$1,680
LAB FEE	\$210
BASIC SKILLS TEST	\$15
REGISTRATION FEE (non-refundable fee)	\$75
ANNUAL STUDENT ACTIVITY FEE	\$20
<b>*TUITION &amp; FEES</b>	<b>\$2,000</b>

**IN-STATE FEES**

\$1,680
\$210
\$15
\$75
\$20
<b>\$2,000</b>

**OUT-OF-STATE FEES**

\$6,720
\$210
\$15
\$75
\$20
<b>\$7,040</b>

## COURT REPORTING 3

**B700700 (1500 HOURS)**

TUITION	\$4,200
LAB FEE	\$525
BASIC SKILLS TEST	\$15
REGISTRATION FEE (non-refundable fee)	\$150
ANNUAL STUDENT ACTIVITY FEE	\$40
<b>*TUITION &amp; FEES</b>	<b>\$4,930</b>

**IN-STATE FEES**

\$4,200
\$525
\$15
\$150
\$40
<b>\$4,930</b>

**OUT-OF-STATE FEES**

\$16,800
\$525
\$15
\$150
\$40
<b>\$17,530</b>

**\*TUITION & FEES**

\*Tuition and fees are subject to change based on program length.

There may be additional costs associated with books, uniforms, special tools, equipment, and other related items.

## 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**

# GET STARTED TODAY



**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.

### 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 [atlantictechcollege.edu/bookstore-price-list/](http://atlantictechcollege.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.



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