The Information Reporting Technology (IRT) – Judicial program prepares students for careers in official court reporting and freelance court reporting. Students may pursue a 67-credit-hour Associate of Applied Science degree or a 50-credit-hour Certificate of Proficiency.

Students in the program learn machine shorthand theory and become highly skilled real-time reporters, using computer-aided transcription (CAT) software. This skill is used by court reporters to capture the words spoken by participants during a court or deposition proceeding. Court reporters then prepare verbatim transcripts of those proceedings. Transcripts provide an accurate record of a case and help safeguard the legal process. These same skills are used by broadcast captioners and by those who provide transcripts for deaf and hearing impaired individuals through CART (Communication Access Realtime Translation) Services.

ABOUT THE PROGRAM
The IRT – Judicial program at STLCC focuses on the mastery of machine shorthand using real-time translation. In addition, students take classes in legal and medical terminology, editing, computers and judicial procedures.

Students should be committed to year-round enrollment, including the summer term. Students begin the program by taking two semesters of machine shorthand theory. In the third semester, speed-building classes begin, where progress depends on the quantity and quality of practice on the steno machine. Students need to practice a minimum of 10-15 hours each week. For faster speed-building, 20 hours per week is recommended.

Most students find it necessary to repeat speed classes in order to achieve the testing requirements. The national average for completion of a court reporting program is 33 months.

Students complete a 50-hour internship with a certified court reporter, arranged by the college. This internship enhances their education with on-the-job experience.

To graduate from the STLCC-IRT program, students must pass five-minute timings with 97 percent accuracy in the following categories:

- Literary (180 wpm)
- Jury Charge (200 wpm)
- Q/A Medical Testimony (200 wpm)
- Q/A Testimony (225 wpm)

A CRITICAL DIFFERENCE
The IRT program at STLCC is certified by the National Association of Court Reporters. The entire program is offered in structured online courses and is one of the few fully certified programs in the country. Some night classes are also available. Practice dictation is available around the clock for student convenience. Monthly forums also allow students to network with professional court reporters.

OPPORTUNITIES IN THIS FIELD
About 27% of court reporters work in court positions. Others may work as freelance reporters, hired by attorneys for depositions. Skilled real-time reporters also pursue careers as broadcast captioners, providing real-time TV captions; CART reporters, aiding deaf and hearing-impaired clients; and webcast captioners, providing real-time captions for business and corporate clients, often via the Internet.

LICENSURE
State and/or national certification is required to be employed as a judicial court reporter. Licensure requirements vary by state.

JOB OUTLOOK
According to the 2012-13 Bureau of Labor Statistics, court reporting job opportunities are expected to increase by 14 percent from 2010-2020, about average for all occupations. This will be especially true for reporters with real-time skills.

SALARY INFORMATION
The Bureau of Labor Statistics estimates the starting salary for a court reporter to be $47,700 nationally. Starting salaries in other states and in freelance positions vary.

FEES
Please visit www.stlcc.edu/fees for the most current information. Additional fees apply to some courses. Fees are subject to change. Additional costs usually include the purchase of a steno machine and CAT software.

FOR MORE INFORMATION
Patricia L. Dean Ziegler, Ed.D.
Associate Professor/IRT Program Coordinator
pziegler7@stlcc.edu
314-984-7433

YOU CAN EARN THIS DEGREE AT:

- Meramec

You may take general education classes toward this degree at any of our campuses or education centers.

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## GETTING STARTED AT STLCC

1. **Apply and Get Connected**
   - Apply at [www.stlcc.edu/apply](http://www.stlcc.edu/apply) and send us your transcripts. Access your personal account information at [www.stlcc.edu/mystlcc/ID](http://www.stlcc.edu/mystlcc/ID).

2. **Apply for Financial Aid**
   - Complete the FAFSA at [www.fafsa.gov](http://www.fafsa.gov) and enter school code 002469.

3. **Get Tested**
   - Determine if the COMPASS placement test is required and prepare to test or submit documentation to waive; see details at [www.stlcc.edu/COMPASS](http://www.stlcc.edu/COMPASS).

4. **Get Advised and Register for Classes**
   - Students attending college for the first time must attend a New Student Registration Workshop to register for classes; see details at [www.stlcc.edu/nsw](http://www.stlcc.edu/nsw).
   - Returning or transfer students may register at [www.stlcc.edu/selfservice](http://www.stlcc.edu/selfservice).
   - Advising services are available to all students at [www.stlcc.edu/advising](http://www.stlcc.edu/advising).

5. **Pay for Classes**
   - Account balance and payment information is available at [www.stlcc.edu/selfservice](http://www.stlcc.edu/selfservice).
   - E-bills are sent to your my.stlcc.edu student email address.

6. **Prepare for Class**
   - Get your STLCC OneCard. Get your free parking tag. Purchase your books. New students are required to attend a New Student Orientation; see details at [www.stlcc.edu/nso](http://www.stlcc.edu/nso).

Visit [www.stlcc.edu/getstarted](http://www.stlcc.edu/getstarted) for the most recent details.

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## CURRICULUM

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**Total Credits**

### Career General Education

Total Credits: 18 3

### Physical Education Activity

Total Credits: 2

### Area of Concentration

Total Credits: 31 31

### Area of Concentration - Judicial

Total Credits: 16 16

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**Total Credits for Program:**

67 50

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For information or concerns relating to discrimination matters, contact the following for matters relating to disabilities, contact Section 504/Title II Coordinator Donna Dare at 314-539-5285; for matters relating to sex discrimination, contact Title IX Coordinator Pam McIntyre at 636-422-2250.