

Student Name: \_\_\_\_\_

Colleague #: \_\_\_\_\_

Date: \_\_\_\_\_

**Court Reporter**

(Spring 2015–2015)

(327.3) ALLEGHENY  
Associate of Science

<b>First Semester</b>		<b>Credits</b>	<b>Term Taken</b>	<b>CCAC Grade</b>	<b>TRF/CBE* CLEP/AP*</b>
CRT-100	Court Reporting Orientation	1	_____	_____	_____
CRT-101	Court Reporting 1	4	_____	_____	_____
CRT-103	Machine Shorthand Theory	4	_____	_____	_____
ENG-101	English Composition 1	3	_____	_____	_____
MAT-195	Business Math	3	_____	_____	_____
<b>Second Semester</b>					
CRT-102	Court Reporting 2	3	_____	_____	_____
CRT-104	Speedbuilding	3	_____	_____	_____
CRT-111	Court Transcription 1	3	_____	_____	_____
CRT-205	Machine Shorthand Companion	3	_____	_____	_____
ENG-102	English Composition 2	3	_____	_____	_____
	Humanities Elective	3	_____	_____	_____
<b>Summer</b>					
CRT-106	Question and Answer 1	3	_____	_____	_____
CRT-107	Jury Charge 1	3	_____	_____	_____
CRT-108	Literary 1	3	_____	_____	_____
<b>Third Semester</b>					
ALH-140	Medical Terminology	3	_____	_____	_____
CRT-206	Question and Answer 2	3	_____	_____	_____
CRT-207	Jury Charge 2	3	_____	_____	_____
CRT-208	Literary 2	3	_____	_____	_____
CRT-211	Court Transcription 2	3	_____	_____	_____
	Science Elective	3	_____	_____	_____
<b>Fourth Semester</b>					
CRT-216	Question and Answer 3	3	_____	_____	_____
CRT-217	Jury Charge 3	3	_____	_____	_____
CRT-218	Literary 3	3	_____	_____	_____
BUS-251	Business Law 1	3	_____	_____	_____
	Social Science Elective	3	_____	_____	_____
<b>Summer</b>					
CRT-226	Question and Answer 4	3	_____	_____	_____
CRT-227	Jury Charge 4	3	_____	_____	_____
CRT-228	Literary 4	3	_____	_____	_____
CRT-252	Court Reporting Internship	3	_____	_____	_____
<b>Minimum Credits to Graduate</b>		<b>87</b>			

Comments: \_\_\_\_\_

\* TRF=Transfer Credit CBE=Credit by Exam CLEP=College Level Examination Program AP=Advanced Placement Examination

This advising/graduation checklist lists the program requirements for students entering CCAC in the academic year indicated. A continuing student may graduate with the requirements in effect the year the student entered CCAC. All students must earn 30 college level credits in CCAC classes (this includes distance education courses) and have a minimum institutional GPA of 2.0. Mathematics electives must be at the 100 level. The remaining program credits may include transfer credit, credit by examination, CLEP or AP examinations. Institutional credits and GPA are used to determine eligibility for graduation.