Alabama Board of Court Reporting

P. O. Box 241565, Montgomery, AL 36124-0066
Phone: 334.215.7232 Fax: 334.215.7231
Web Site: www.abcr.alabama.gov

Photo

(Attach approx. 2 x 2 Photo of head and shoulders only)

APPLICATION

Section 1 – General Information

Last Name: _____ First Name: _____ Middle Name: _____
(Legal Name. If name on documentation is not the same as above, submit a copy of legal name change)

List all names by which you are currently known or have used in the past: _____

Mailing Address: _____ City _____ State _____ Zip _____
Prior Address: _____ City _____ State _____ Zip _____
(If at current address less than 3 years, list prior address)

Home Phone: ( ) _- Work Phone: ( ) ____- Other Phone: ( ) -_____
(optional)
E-mail: _____

Social Security Number: _____-_____-_____ D.O.B. ___/___/_____(mm/dd/yyyy) ( ) Male ( ) Female

Section 2 – Employment Information

Employment: List in chronological order all court reporting related employment for the previous three (3) years, beginning with current employment.

Name and Address of Employer	Beginning/Ending dates of Employment (month/year)	Position Title	Phone (area code and number)

If additional space is needed, record on a separate sheet of paper and attach to this application.

Section 3 – Education

Court Reporting School	City, State	Dates Attended	Graduation date	Major

If additional space is needed, record on a separate sheet of paper and attach to this application.

Section 4 – Licenses

List all Court Reporting licenses you hold or have held.

State	Type License	Date License was Issued	License Status
			Active Inactive
			Active Inactive
			Active Inactive
			Active Inactive

If additional space is needed, record on a separate sheet of paper and attach to this application.

Section 5 – Method of Licensing

I meet one of the following criteria for licensing in the State of Alabama:

_____ **Traditional Application:**

- Proof of graduation from a Court reporting Program or its equivalent(copy of Diploma)
- Proof of passing all Licensure Examinations.
- Proof of Citizenship and POC form

_____ **Temporary License:**

- Proof of Graduating from a court reporting school(copy of Diploma)_____(Graduation Date)
- ABCR form TL1
- I know that my Licensure is valid for 18 months after issuance.
- Proof of Citizenship and POC form

Section 6 – Disclosure

If you answer, "YES" to any of the following questions you are required to furnish explanation, date, place, reason, and disposition of the matter on a separate sheet of paper attached to this application. A "yes" answer does not necessarily mean the applicant will not be granted a license. Failure to furnish complete documentation may result in denial or delay in the processing of your application.

	YES	NO
1. Have you ever been convicted of a felony or misdemeanor?	_____	_____
2. Has any state licensing board refused, revoked or suspended a certificate/license issued to you or taken other disciplinary action?	_____	_____
3. Have you ever voluntarily or otherwise surrendered your Court Reporting license or certification/ registry in any jurisdiction, state or territory?	_____	_____
4. Are you currently under investigation by any court reporting licensing board or agency?	_____	_____
5. Are you a Citizen of the United States?	_____	_____
6. Are you a Military spouse?	_____	_____

Section 7 - Affidavit of Applicant

I authorize and request every person, community, governmental agency (local, state, Federal, or foreign), court, association, institution, or any other organization having control of any documents, records or other such information pertaining to me, to furnish to the Alabama Board of Court Reporting any such documents and records regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent data and permit the Alabama Board of Court Reporting, or any of its agents or representatives, to inspect and make copies of such documents, records and other information, in connection with this application, subsequent to practice thereunder.

I authorize and consent to have an investigation made as to my moral character, professional reputation and fitness to practice as a Court Reporter. I agree to give any further information that may be required in reference to my past record. I understand that I will not receive a copy of the report or know its contents and I further understand that the contents of the investigative report will be privileged unless determined otherwise by the Board or a Court Order.

I authorize and request the Alabama Board of Court Reporting to obtain any criminal history information concerning me from any authorized law enforcement agency including but not limited to the Alabama Criminal Justice Information Center, Bureau of Investigation, and the National Crime Information Center (NCIC).

I hereby release, discharge and exonerate the Alabama Board of Court Reporting for any and all liability of every nature and kind arising out of the furnishing or inspections of such documents, records or other information or any investigation made by the Alabama Board of Court Reporting as it relates to me or to this application.

I, _____, acknowledge and state that all of the information supplied in this application is true and correct to the best of my knowledge that the photograph submitted herein is a true likeness of myself, and that I have read and am familiar with the Rules and Regulations pertaining to the licensure of Court Reporters in the State of Alabama. I acknowledge that any false or untrue statements or representation made in this application may result in the denial or revocation of any license to practice court reporting granted to me and criminal prosecution to the fullest extent of the law.

_____ _____
Applicant's Signature Date

Being duly sworn, says that he/she is the person who executed the above application and that all the statements herein contained are true and that the attached photo is a true photo of the applicant.

County of _____ State of _____

SWORN to and subscribed before me this _____ day of _____, 20_____

_____(Notary Public) Affix SEAL here :

My Commission Expires: _____

Alabama Board of Court Reporting
Proof of Citizenship (POC) Form – for Initial ABCR License

Instructions:
This form is to be completed by applicants for licensure in order to comply with Ala. Code § 31-13-7 (1975 as amended). Please mail this completed form with a **copy** of the required documentation proving citizenship or legal presence to:

ABCR
P.O. Box 241565
Montgomery, AL 36124-1386

Do not send originals or faxes of citizenship/legal presence documents.

Name (Please Print): _____ License #: _____

Track I: Please complete this section if you are a United States Citizen. Check all that apply below:

- o I am a United States Citizen. I am submitting the attached COPY of my document to prove citizenship:

Please check and submit one of the following:

- o Alabama Driver's License or Identification issued by the Department of Public Safety
- o Driver's License from other state that required proof of lawful presence
- o Birth Certificate indicating U.S. Birth
- o Valid U.S. Passport
- o Military Identification showing U.S. as place of Birth
- o Naturalization documents
- o Certificate of Citizenship
- o Consular report of birth abroad of U.S. Citizen
- o Bureau of Indian Affairs Identification
- o American Indian Card issued by Homeland Security
- o Final adoption decree showing person's name and place of U.S. Birth
- o A valid Uniformed Services Privileges and Identification Card
- o Extract from a United States hospital record of birth created at the time of the person's birth indicating the place of birth in the United States.
- o Certification of Birth Issued by U.S. Department of State

I hereby declare that I am a citizen of the United States of America. I sign this declaration under penalty of perjury; making a false or fictitious statement or representation in this declaration is perjury in the second degree, pursuant to Ala. Code § 13A-10-102.

_____ _____
Signature Date

Track II: Please complete this section if you are not a United States Citizen. Check all that apply below:

- o I am not a United States Citizen. I am submitting the attached COPY of my document to prove legal presence in the United States:

Please check and submit one of the following:

- o I-327 Re-entry Permit
- o I-551 Permanent Resident Card
- o I-571 Refugee Travel Document
- o I-766 Employment Authorization Card
- o I-94 Arrival/Departure Record
- o Unexpired Foreign Passport
- o Temporary I-551 Stamp (on passport or I-94)
- o I-20 Certificate of Eligibility for non-immigrant (F-1) student status
- o DS 2019 Certificate of Eligibility for Exchange Visitor (J-1) status
- o Machine-readable immigrant Visa (with temporary I-551 language)
- o Other: Explain: _____

I hereby declare that I am an alien lawfully present in the United States of America. I sign this declaration under penalty of perjury; making a false or fictitious statement or representation in this declaration is perjury in the second degree, pursuant to Ala. Code § 13A-10-102.

_____ _____
Signature Date