



Alabama Board of Court Reporting
 P. O. Box 240066, Montgomery, AL 36124-0066
 Phone: 334.215.7233 Fax: 334.215.7231
 Web Site: www.abcr.alabama.gov

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

**APPLICATION FOR
 ALABAMA CERTIFIED COURT REPORTER**

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: (____) ____ - _____
 E-mail: _____ (optional)

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

High School	City, State	Dates Attended	Graduation date	Major
University/College	City, State	Dates Attended	Graduation date	Major
Other	City, State	Dates Attended	Graduation date	Major

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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
			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:

_____ **Credential:** I currently hold a valid CSR credential from the Alabama Court Reporting Association. (The applicant may be required to provide verification of the credential from the ACRA, applicant will be notified when this is necessary)

Date ACRA credential achieved: _____ (must have received CSR by June 1, 2006.)

_____ **Work Experience:** I was employed in the field of Court Reporting on, June 1, 2006. My employing Judge or Three Licensed Attorneys are completing and mailing separately the “Verification of Employment Form”.

Date of Employment as a Court Reporter: _____

_____ **Temporary License:** I am applying under the provision of Temporary Licensure, having been employed as a Court Reporter after June 1, 2006. Three Licensed Attorneys are completing and mailing separately the “Verification of Employment Form”.

Date of employment as a court reporter: _____

_____ **Examination:** I am applying to be licensed through examination qualifications and have enclosed proof of graduation from an accredited High School or Equivalency, (copy of diploma or official transcripts). Have documentation of Passing Examination (Written Knowledge Exam administered by NCRA and Alabama Skills Examination or documentation of passing NCRA Registered Professional Reporter Examination or NVRA Certified Verbatim Reporters Examination)

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? _____

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: _____