



---

Thank you for the interest that you have expressed in the Judicial Court Reporting program at Stark State College. As you may know, Stark State College and Clark State Community College have partnered to offer this completely online associate's degree program. You may also elect to take some courses in the curriculum in person at either Stark State College or Clark State.

From the beginning of the program, students in the Judicial Court Reporting program will be writing realtime on a Student Realtime machine—called a Stentura Wave—that is cabled to a computer through a USB connection. Translation of the steno language into English is instantaneous, and the student will be using the equipment every day. Therefore, students will be required to purchase their own equipment. The student representative from Stenograph Corporation who works with our students is Lynn Peterson. Contact Mr. Peterson at [lpeterson@stenograph.com](mailto:lpeterson@stenograph.com) or 1-800-323-4247, ext. 5583 for pricing information on the Wave writer and case CATalyst student software (<http://www.stenograph.com/student-writer-packages>). Students are not required to buy new equipment—buying used equipment is permitted if the equipment meets the necessary course requirements. **IMPORTANT:** MAC computer are not compatible with Case CATalyst.

As the judicial reporting program requires a major investment and commitment on the part of the student, we encourage you to learn as much about the profession as you can before you sign up. If interested, students can make arrangements to visit us by contacting the Admissions office at (330) 494-6170. The admissions counselors at Stark State can also help you with registration, financial aid, placement testing, orientation, and answer many other questions that you might have.

Also included is a copy of the curriculum and documentation of the step-by-step process to becoming admitted to the College, registering for classes, and financial aid requirements. If you have further questions about the curriculum or about the program, please contact Julie Hardgrove, RPR, CRI, Associate Professor, at [jhardgrove@starkstate.edu](mailto:jhardgrove@starkstate.edu) or (330) 494-6170, x4358; or Rene Eneix, M.A., CRI, Dept. Chair, at (330) 494-6170, x4876, [reneix@starkstate.edu](mailto:reneix@starkstate.edu).

Thank you for your interest in the Judicial Court Reporting program at Stark State College.



TECHNICAL Course Number	Course Title		Credits	Pre- and Co- Requisites	Completed Sem./Year
JCR1001	Clark	Realtime Theory I (8-week)	3		
JCR1002	Stark	Realtime Theory II (8-week)	3	JCR1001	
JCR1003	Clark	Realtime Applications (8-week)	3	JCR1002	
JCR1101	Clark	Skill Building I (8-week)	3	JCR1003	
JCR1102	Stark	Skill Building II (8-week)	3	JCR1101	
JCR2103	Clark	Skill Building III (8-week)	3	JCR1102	
JCR2104	Stark	Skill Building IV (8-week)	3	JCR2103	
JCR2105	Clark	Skill Building V (8-week)	3	JCR2104	
JCR2106	Stark	Skill Building VI (8-week)	3	JCR2105	
JCR2200	Clark	Realtime Business Procedures	3	MTH1060	
JCR2300	Clark	CAT / Transcription Production	2	JCR2200	
JCR2400	Stark	JCR Internship	2	<i>Department Chair approval</i>	
<b>Total</b>			<b>34</b>		
NON-TECH Course Number	Course Title		Credits	Pre- and Co- Requisites	Completed Sem./Year
FYE1100 or SSC101	Clark or Stark	College Success or Student Success Seminar^^	1	<i>Take first semester</i>	
AOT121	Stark	Keyboarding/Formatting	3		
ENG1111	Clark	English I	3	CPE 0300 B↑ or CPE 0400 C↑; Pre/Co-req; CPE 0200	
ITD122	Stark	Computer Applications for Professionals^*	3	ITD100 or Proficiency	
AOT130	Stark	Editing, Proofreading & Language Skills	3		
JCR131	Stark	Legal Terminology	3		
BIO125	Stark	Medical Terminology	3		
ENG2211	Clark	Business Communication	3	ENG1111 or OAD1105	
PHL122	Stark	Ethics	3		
MTH1060	Clark	Business Math	3		
	Clark	Social/Behavioral Science Elective	3		
<b>Total</b>			<b>31</b>		
<b>TOTAL CREDIT HOURS</b>			<b>65</b>		



---

Following is the step-by-step process to help you get started in your new educational path. If you have question concerning the Judicial Court Reporting program, the main contact person for the program is Julie Hardgrove, RPR, CRI, Associate Professor, [jhardgrove@starkstate.edu](mailto:jhardgrove@starkstate.edu) or (330) 494-6170, x4358.

**Step 1 - Apply.** Please go to the website: <http://www.starkstate.edu/admissions>

Click the link "APPLY NOW". Apply for a pin as a new student. Please fill out the online application in its entirety. When you get to the section asking for your major, you need to click on the drop down arrow and click on "Judicial Court Reporting." If you have questions, please contact the Stark State Admissions Office at (330) 494-6170, x4228, or 1-800-797-8275.

### **Step 2 - Transcripts**

If you would like to transfer high school (College Credit Plus) or college credits, Stark State will need an **official copy** of your high school and college transcripts sent directly from your high school and your previous college(s) to the Stark State Admissions Office, 6200 Frank Avenue, N.W., North Canton, OH 44720. Upon receiving an official transcript, Stark State will evaluate it for transfer credit.

### **Step 3 - Placement Testing**

Once you're admitted, please provide your ACT scores (if you've taken the test within the last two years) or set up an appointment to take the COMPASS assessment. Please link to <http://www.starkstate.edu/placementtesting> for more information on the COMPASS assessment.

### **Step 4 - Financial Aid**

If you need help paying for your education, you'll need to complete the FAFSA (Free Application for Federal Student Aid) to apply for financial aid. Go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and use the Stark State school code of **011141**. Visit the Financial Aid/Registration Office in M102 or the financial aid webpage at [www.starkstate.edu/finaid](http://www.starkstate.edu/finaid) for a detailed checklist. If you need any assistance, please use the "Live Chat" feature or set up a campus appointment or phone counseling.



---

### Step 5 - Orientation (on campus or online)

Students are required to complete a new student orientation before you can register for classes. Register for an in-person session (the best way to get your questions answered) or an online orientation at [www.starkstate.edu/orientation](http://www.starkstate.edu/orientation). You will need your student identification number to reserve your seat.

See how Stark State's tuition compares to other colleges and universities:

[www.starkstate.edu/tuitioncomparison](http://www.starkstate.edu/tuitioncomparison)

### Step 6 - Equipment

All Judicial Court Reporting students are required to purchase a computerized stenographic writer, laptop or desktop computer, and CaseCATalyst student version software. Contact Julie Hardgrove, RPR, CRI, Associate Professor, [jhardgrove@starkstate.edu](mailto:jhardgrove@starkstate.edu), or (330) 494-6170, x4358, for information on obtaining your required equipment.

## **TUITION AND FEES**

### **OHIO RESIDENT**

Cost Per Credit Hour	\$153.60
Processing fee (one-time charge only) *	\$95
Maintenance and Campus Security fee	\$35 per semester
Distance learning fee (W3/W4)	10.00 per cr. hr.
Credit by examination fee:	76.80 per cr. hr.
Student installment fee:	25.00

(Avoid installment fee by paying your bill in full with cash, check or credit/debit card.

For information go to [www.starkstate.edu/sipp](http://www.starkstate.edu/sipp).)

### **OUT-OF-STATE-RESIDENT**

Cost Per Credit Hour	\$282.60 per cr. hr.
----------------------	----------------------

### **OTHER FEES** (optional per student need)

- Background check fee: 35.00
- Credit by examination fee: 76.80/cr. hr.
- Distance learning fee (W3/W4): 10.00/cr. hr.
- Distance learning fee (W2): 5.00/cr. hr.
- Student installment fee: 25.00

(Avoid installment fee by paying your bill in full with cash, check or credit/debit card. For information go to [www.starkstate.edu/sipp](http://www.starkstate.edu/sipp).)



## Estimated Expenses (excluding tuition and living expenses)

### Students entering Spring 2018

Please note that requirements are subject to change prior to each semester.

Instructional Materials and Equipment	Approximate Cost	Semester Required	Education Program Related
Tuition Costs for program: 65-credit program <b>Approximately \$9,500 as in-state students</b> <b>Approximately \$17,650 as out-of-state students</b>			
Stentura Wave Package (computer compatible with realtime cable) and includes Case CATalyst Software	Stentura Wave & Case CATalyst	1 <sup>st</sup> (when enrolled in Theory I)	√
Item #: 45006	Purchase of New Machine: <a href="http://www.stenograph.com/writers/wave/">http://www.stenograph.com/writers/wave/</a>		<b>\$1,595</b>
Item #: 39254	Rent to Own: <a href="http://www.stenograph.com/writers/wave/">http://www.stenograph.com/writers/wave/</a>		<b>\$1,850</b>
Item #: 39470	Purchase Used Machine: <a href="http://www.stenograph.com/writers/used/">http://www.stenograph.com/writers/used/</a>		<b>\$995</b>
Case Catalyst Student Version (realtime software)	Case Catalyst	1 <sup>st</sup> (when enrolled in Theory I)	√
Item #: 39272	Purchase Case CATalyst software separately from machine <a href="http://www.stenograph.com/software/case-catalyst/">http://www.stenograph.com/software/case-catalyst/</a>		<b>\$495</b>
Headphones (full-eared, volume control, long cable)	<b>\$25</b>	1 <sup>st</sup> (when enrolled in Theory I)	√
External hard drive or USB Card (for backup of all JCR files)	<b>\$25-\$100</b>	1 <sup>st</sup> (when enrolled in Theory I)	√
Student OCRA and NCRA Membership	<b>\$85</b>	1 <sup>st</sup> (when enrolled in Theory I)	√
<b>OTHER EXPENSES:</b>			
Instructional Materials and Equipment	Approximate Cost	Semester Required	Education Program Related
Tutorial Web Access	<b>\$100-120 per semester</b>	While enrolled in All JRC courses	√
Textbooks – Nontechnical Courses	<b>\$600</b>	As needed	√
Textbooks – JRC Technical Courses	<b>\$900</b>	As needed	√

---

Writers > Wave



**The Wave™**

With TrueStroke™ technology, the Wave enables you to do your best right from the start. It's made by Stenograph, the undisputed leader in keystroke science and steno machines.

**The perfect paperless steno writer for students**

Watch your accuracy soar with the Wave steno machine. The vibrant flat-panel screen clearly displays steno outlines as you write them, giving you the best kind of feedback -- immediate feedback -- to enable you to practice proper technique while you build speed. The phenomenal touch of this writer will speed you on your way to success.

**The ideal steno writer for realtime captioners**

Using the same extraordinary technology as the professional Diamante steno writer, the Wave writer provides amazing results at a fraction of its cost. By eliminating redundancy yet keeping the phenomenal TrueStroke technology from the Diamante the Wave enables cleaner output than ever.

**LEARN MORE!**

**STUDENT PACKAGE SPECIAL:** When you order a new Student Wave you can get the Student Case CATalyst software for free! Please call us for details and to place an order for this special offer. (800) 323-4247.

**The Wave (link for student machine)**

<http://www.stenograph.com/wave-information>

**Stenograph Specials (link below for current Stenograph specials)**

<http://www.stenograph.com/current-specials>

**IMPORTANT NOTE:**

Case CATalyst will run on a MAC computer but a version of Windows must be installed.

Stenograph recommends using a utility that comes with MACs called Boot Camp. This utility helps create space on the hard drive so that Windows can be installed in addition to the MAC OS. After Windows has been installed on the computer, you can boot to Windows and run Case CATalyst in a pure Windows environment just like a PC.

Stenograph does not recommend using programs like VMware Fusion or Parallels Desktop as these programs run inside the MAC Operating System. This setup can cause issues with the



amount of system resources allocated to run Windows, the MAC OS, and Case CATalyst at the same time.

Before using Boot Camp, make sure that your MAC meets the [System Requirements](#).

For more information on how to use Windows on a MAC, please check Apple's Boot Camp website.

Stenograph does not support or assist with the installation and configuration of Boot Camp.

## **The Wave Rent-to-Own Information**

### **Rent to Own Wave Writer for Students**

After your down payment, you will make nine quarterly payments of \$150 each. Sales tax will be collected on all payments as applicable. At the end you will own the Wave Writer. All payments go toward ownership. Yes, you can pay off early if you wish!

#### **Includes:**

- A brand-new Wave writer
- Shoulder bag
- Folding tripod stand
- Power Adapter/Charger
- Live Technical support for assistance with setup and computer connection.
- A factory warranty for the term

For more information contact Sales at (800) 323-4247 or email at [sales@stenograph.com](mailto:sales@stenograph.com)

### **Students Special Package**

When you order a new Student Wave you can get the Student CATalyst software for free! Please call (800) 323-4247 for details and to place an order for this special offer.

*Please note that the Students Special Package is not available with the Wave Rent-to-Own option.*