

CACP019

(Revised 04/10/09)

<b>Date Revd:</b> <b>Program #:</b>
--

<b>Office Use Only:</b> <b>T-Code: 188 PCA: 99906 COBJ: 3727</b>
---

<b>COURT REPORTERS CERTIFICATION BOARD</b> <i>A Division of the Office of Court Administration</i>
---

**P. O. BOX 13122**  
**AUSTIN, TEXAS 78711-3122**  
**(512) 463-1630, ext. 0**

**EDUCATIONAL PRESENTATIONS**

**APPLICATION FOR CONTINUING EDUCATION COURSE APPROVAL**

**Application Fee: \$25 (If submitted after 09/30 there is an additional \$25 penalty fee.)**  
 (\$25 per batch for multiple submissions, and \$25 each for applications submitted under separate cover. Refer to section C, 14 of Continuing Education Rules for details. Acceptable forms of payment: Money order, Cashier's Check, or Bank-Certified Check)

Applicants must adhere to all applicable *Continuing Education Rules for Court Reporters* to be eligible for course approval by the Texas Court Reporters Certification Board. For more details, a copy of the CE Rules can be found at [www.crcb.state.tx.us](http://www.crcb.state.tx.us).

<b>Name of Requestor:</b>	
---------------------------	--

<b>Requestor CSR #:</b>	<b>CSR Expiration Date:</b>	<b>CSR Email Address:</b> <i>(Must have @ sign and dot)</i>

<b>Requestor Mailing Address:</b>	<b>CSR Phone Number:</b> <i>(123-123-1234)</i>

<b>Title of Program:</b> <i>(35 characters max.)</i>	
--	--

<b>Date of Program:</b> <i>(mm/dd/yyyy)</i>	<b>City &amp; State of Program:</b>

(Refer to section (b) (1) (C) of the CE Rules at [www.crcb.state.tx.us](http://www.crcb.state.tx.us))

<b># hours of Presentation Time:</b>	<b># of hours Preparation Time:</b>

<b># of Ethics/Rules hours requested:</b>	<b>Total Hours Requested:</b>

CACP019

(Revised 04/10/09)

Date Revd:  
Program #:

Office Use Only:  
T-Code: 188 PCA: 99906 COBJ: 3727

**Please attach a copy of an outline of the educational presentation and summarize below how you believe the educational presentation has contributed directly to your knowledge, ability, or competence to perform your duties as a Certified Shorthand Reporter. (Attach additional pages if necessary.)**

*I have read the foregoing document and have answered all questions fully and frankly. The answers are complete and true of my own knowledge. I certify that this program offered for CE credit complies with all the criteria in the Continuing Education Rules for Court Reporters. I understand that failure to maintain the required proof of attendance records for less than four years, falsifying records, or intentionally misrepresenting programs for CE credit may provide grounds for disciplinary action under Sec. 52.027, Texas Government Code. I further acknowledge that it is my sole responsibility, not that of the Board, to ensure I am familiar with all the rules and that I can access these rules from the Board's website.*

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date (mm/dd/yyyy)

(May be photocopied. Attach additional pages as needed.)

Page \_\_\_\_\_ of \_\_\_\_\_