



**LOUISIANA BOARD OF EXAMINERS OF
CERTIFIED SHORTHAND REPORTERS**

**RECIPROCAL APPLICATION FOR CDR CERTIFICATION
PURSUANT TO ACT NO. 326, 2023 REGULAR SESSION**

For Office use only

Received: _____

Fee: _____ **Check#:** _____

Approved by: _____

NOTICE: All applicants seeking certification pursuant to Act No. 326 of the 2023 Regular Session of the Louisiana Legislature must complete and sign this application before a notary public, attesting that all the information provided in this application is true and correct. The applicant must include the following with this application:

- (1) copies of all out-of-state court reporting licenses held by the applicant;
- (2) a copy of any AAERT “CDR,” NCRA “RPR,” “CM,” or NVRA “CVR” certificate held by the applicant and certifying that the applicant passed an examination after 1973;
- (3) a copy of a high school diploma or its equivalent; and
- (4) a check in the amount of \$175 made payable to the Louisiana Board of Examiners of Certified Shorthand Reporters, which is the applicable licensing fee.

You will receive a certification letter and all seal information once your application has been processed. You are responsible for obtaining a metal seal annually as specified by the Board.

I, _____, PHONE: () _____
Legal Name

ADDRESS _____
Street/P. O. Box City State Zip Code

E-MAIL ADDRESS: _____

DOB: _____ SOCIAL SECURITY NUMBER: _____

hereby apply to the Louisiana Board of Certified Shorthand Reporters for certification to practice as a Certified Digital Reporter in accordance with Act No. 326 of the 2023 Regular Session of the Louisiana Legislature. I understand and acknowledge that this certification permits me to perform duties only as an official or deputy official court reporter and does not permit me to perform duties as a freelance reporter.

PRESENT EMPLOYER: _____ PHONE: () _____

ADDRESS _____
Street/P. O. Box City State Zip Code

LIST PAST EMPLOYMENT PERTAINING TO COURT REPORTING: _____

SYSTEM OF REPORTING: () STENOGRAPH () STENOMASK () PENWRITER () AAERT

IS COURT REPORTING YOUR PRINCIPAL EMPLOYMENT? _____ IF NOT, WHAT OTHER EMPLOYMENT DO YOU HAVE? _____

DO YOU USE ANY FORM OF AUDIO OR VIDEO EQUIPMENT WITH YOUR REPORTING? _____ IF YES, WHAT TYPE? _____

LIST SCHOOLS ATTENDED AND DATES: (starting with high school): _____

LIST MEMBERSHIP(S) IN ANY COURT REPORTER ASSOCIATIONS: _____

HAVE YOU EVER BEEN CONVICTED OF A FELONY? _____ IF SO, LIST ALL CONVICTIONS, INCLUDING THE DATE AND STATE: _____

LIST ALL STATES FROM WHICH YOU HOLD OR HAVE EVER HELD A LICENSE TO PRACTICE COURT REPORTING AND PROVIDE THE DATES OF LICENSURE: _____

HAVE YOU EVER BEEN DENIED A LICENSE TO PRACTICE COURT REPORTING, HAD A COURT REPORTING LICENSE REVOKED OR SUSPENDED, OR BEEN THE SUBJECT OF ANY DISCIPLINARY ACTION RELATED TO THE PRACTICE OF COURT REPORTING? _____

IF SO, PROVIDE THE DETAILS OF ANY SUCH ACTION, INCLUDING THE REASON(S) FOR THE ACTION(S), THE DATE OF THE ACTION(S), AND THE STATE(S) IN WHICH THE ACTION(S) WAS TAKEN: _____

FAILURE TO COMPLETE THIS APPLICATION IN FULL OR PROVIDING FALSE INFORMATION MAY RESULT IN DENIAL.

I DECLARE, UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF LOUISIANA, THAT THE FOREGOING IS TRUE AND CORRECT.

SIGNATURE OF APPLICANT

Date: _____

STATE OF _____ §

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COUNTY OF _____ §

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BEFORE ME, the undersigned Notary Public in and for the County and State aforesaid, personally came and appeared _____, who being duly sworn did depose and say that the above and foregoing answers and statements are true and correct.

Sworn to and subscribed before me this _____ day of _____ 20____.

NOTARY PUBLIC

PRINT NAME

NOTARIAL NO.