

OKLAHOMA STATE BOARD OF EXAMINERS OF CERTIFIED SHORTHAND REPORTERS
 2010 Annual Report of Compliance
 For Oklahoma Certified Shorthand Reporters
MANDATORY CONTINUING EDUCATION

This Form Is Due: February 15, 2011

Penalty Fee: To avoid automatic suspension, any penalty fee which is owed **MUST** be submitted with this form (see information on next page)

Mail Completed Form To: The State Board of Examiners of Certified Shorthand Reporters
 Administrative Office of the Courts ATTN: CSR CE
 1915 North Stiles, Suite 305, Oklahoma City, OK 73105

Name: _____
 Address: _____
 City/State/Zip: _____
 Email: _____ CSR # _____
 Phone(s): _____ D.O.B. _____

Course Provider(s)	Course Title	Course Date	Hours

Report only courses approved by the State Board of Examiners of Official CSR's	Total Hours	
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Note: The Administrative Office of the Courts is not a course provider. Therefore, questions about your attendance or about specific courses should be directed to the provider (e.g., OCRA, NCRA, etc.)

Request for Exemption from CE Requirements: I, _____, the undersigned, hereby declare that I am not required by the provisions of 20 O.S. § 1503.1 to file an Annual Report of Compliance for calendar year 20__ for the following reasons: (check one)

- _____ 1). I was sixty-five (65) years of age or older in the year 20___. (Proof of age must be attached.)
- _____ 2). I was a member of the armed forces on full-time active duty during the entire year of 20___ (Proof of military status must be attached).
- _____ 3). I was medically unable to work or attend continuing education during the entire year of 20___. (Written verification by a licensed physician must be attached)

I, _____, the undersigned, do hereby swear and affirm that the above information is true and correct. I further understand that misrepresentation or falsification of any information contained herein may result in disciplinary action, including but not limited to suspension or revocation of my Oklahoma CSR certificate.

Claimant Signature

Date

State of _____, County of _____

Subscribed and sworn before me _____, 20__

My Commission expires _____, 20__

Notary Public

INFORMATION ABOUT CONTINUING EDUCATION COMPLIANCE

REQUIREMENTS: All certified, licensed, or acting court reporters must complete a total of four (4) hours of continuing education per calendar year. All official court reporters and all court reporters temporarily employed by the District Courts of Oklahoma, the Workers' Compensation Court and the Corporation Commission must complete one (1) hour of continuing education per calendar year relating to Oklahoma Court Rules and Procedures (this shall be included in the required four (4) hours of continuing education).

PENALTY FEE: There is a \$100 fee when reporting credit earned in the year 2011 to complete your 2010 requirement. If this report includes any CE hours which were earned after December 31, 2010, the report must be accompanied by payment of the continuing education penalty fee in the amount of \$100. In no case may continuing education hours be used for more than one calendar year's compliance report. See 20 O.S. Ch. 20, App. 1, Rule 23.

AUTOMATIC SUSPENSION: Failure to earn the required continuing education hours, to submit a completed compliance report, and/or to pay any applicable continuing education penalty fee on or before February 15 shall result in administrative suspension on that date. See 20 O.S. Ch. 20, App. 1, Rule 23.