

Criminal Records and Requirements for Licensure of Shorthand Reporters

1. I am applying for the first-time for a license to be a shorthand reporter and I have a criminal conviction in my past. Can I still get a license?

ANSWER: Depending on the type and nature of the conviction, most likely yes if you are otherwise qualified. An applicant's convictions, along with other factors, may be considered by the Department in its decision whether to grant a license. We encourage you to apply and fully participate in the Department's review process. Last year, for all licensed professions, 99% of applicants with a conviction who aren't barred by law and who accurately completed the application disclosing their conviction have obtained a license.

2. Which convictions are an automatic bar to obtaining a shorthand reporter license?

ANSWER: There are no convictions which would result in an automatic bar to obtaining a shorthand reporter license.

3. What are examples of convictions that the Department will consider when determining whether an applicant qualifies for a shorthand reporter license? (These are NOT an automatic bar to obtaining a license, but they do need to be disclosed on your application.)

- Arson
- Burglary
- Stalking
- Battery
- Unlawful use of weapons
- Second degree murder
- Vehicular hijacking
- Unlawful restraint
- Aggravated unlawful restraint
- Involuntary servitude
- Aggravated robbery
- Armed robbery
- Aggravated vehicular hijacking
- Causing a catastrophe
- Making a terrorist threat
- Hindering prosecution of terrorism
- Driving under the influence
- Any offense involving bodily harm, weapons, or violence
- Assault
- Reckless Homicide
- Manslaughter
- Theft
- First degree murder
- Drug induced homicide
- Narcotic sale or possession
- Kidnapping
- Forcible detention
- Aggravated kidnaping
- Kidnapping
- Aggravated battery
- Terrorism
- Possessing a deadly substance
- Material support for terrorism
- Armed violence
- Any offense based on consumer fraud or deceptive business practices
- Attempt of any of the above offenses

4. Which convictions will the Department NOT consider when determining whether an applicant qualifies for a shorthand reporter license? (These convictions do need to be disclosed on your application, but they will not have a negative effect on your request for a license.)

- Cannabis possession or sale
- Traffic offenses (except driving under the influence and reckless homicide)
- Trespass
- Vandalism
- Convictions that have been expunged, sealed, vacated, or reversed by the court or a juvenile conviction/disposition. These convictions do NOT have to be disclosed to the Department. Please refer to question 5 below for more information.

5. I have a juvenile conviction in my past, or an adult conviction that has since been expunged, sealed, vacated, or reversed by the court. Should I still notify the Department of this conviction?

ANSWER: No. Individuals applying for a license should not disclose to the Department any adult convictions that have been expunged, sealed, vacated, or reversed by the court or any juvenile conviction/disposition.

6. I have a conviction in my past and have submitted my application. What can I expect next?

ANSWER: The Department may contact you to request additional information or request an informal conference to discuss your past conviction.

DISCLAIMER: The above questions and answers are provided for general information only and may not be completely accurate in every circumstance, do not purport to be legal advice, and are not intended to be legally binding on the Department in a particular case. Questions involving interpretation of the law and your legal rights and obligations should be addressed to your lawyer.