

Rule 310

TITLE AND RIGHT TO USE CERTIFICATE; ANNUAL REGISTRATION

- (a) **Title and Right to Use Certificate.**
 - (1) **Title.** A person issued a certificate has the right to use the title “Certified Court Reporter” or “C.C.R.” A person with a certificate issued prior to July 1, 2006, may continue to use the title “Certified Shorthand Reporter” or “C.S.R.”
 - (2) **Contempt of Court.** A person who does not hold a certificate but uses “Certified Court Reporter,” “C.C.R.,” “Certified Shorthand Reporter,” or “C.S.R.” may be found to be in contempt of court and may be punished accordingly.
 - (3) **Function.** Only a court reporter registered as active under subsection (b) may serve as a certified court reporter.
- (b) **Annual Registration.** A court reporter in Kansas must register annually on a form provided by the Office of Judicial Administration.
 - (1) **Categories.** A court reporter may register as active, inactive, or retired.
 - (2) **Fee.** A court reporter must pay an annual registration fee established by Supreme Court order.
 - (3) **Exemptions.** The following exemptions apply to the annual registration fee.
 - (A) A newly certified court reporter will not be charged a registration fee until the first regular registration date following certification.
 - (B) A court reporter who has retired and is at least 66 years old before June 30 will not be charged a registration fee.
- (c) **Notice.** Before May 1 of each year, the Office of Judicial Administration will send each court reporter a statement of the amount of the registration fee to be paid by June 30.
- (d) **Registration Deadline.** The registration fee and form must be received by the Office of Judicial Administration by June 30. Failure of any court reporter to receive a statement of the applicable registration fee from the Office of Judicial Administration does not excuse payment of the fee.
- (e) **Change of Address.** Every court reporter must notify the Office of Judicial Administration within 30 days of any change of address.
- (f) **Failure to Register; Late Fee.** Registration fees received by the Office of Judicial Administration after June 30 of the year in which due must be accompanied by a late payment fee equal in amount to the registration fee. All certificates that have not been renewed by

payment of the annual registration and late payment fees will expire on December 31 of each year.

- (g) **Transcript Production and Certification Status.** A court reporter who is retired or no longer certified may produce certified transcripts of proceedings that took place while the reporter's certificate was valid.
- (h) **Reinstatement; Failure to Register.** A court reporter with an expired certification due to failure to register may submit an application for reinstatement and must comply with any conditions imposed by the Board for reinstatement. The Board may impose appropriate conditions, costs, renewal fees, or reexamination requirements before or upon granting reinstatement.
- (i) **Recertification.** An inactive or retired court reporter with an expired certification may apply for recertification.
 - (1) **Inactive.** A court reporter who is registered as inactive may become active by complying with the following.
 - (A) **Inactive less than 2 years.** A court reporter must submit a change of status form, pay a recertification fee, and pay the current annual registration fee.
 - (B) **Inactive 3-5 years.** A court reporter must submit an application for recertification and comply with any conditions imposed by the Board for reinstatement. The Board may impose appropriate conditions, costs, renewal fees, or reexamination requirements before or upon granting reinstatement.
 - (C) **Inactive 5 or more years.** A court reporter must submit an application for recertification and comply with any conditions imposed by the Supreme Court for recertification.
 - (2) **Retired.** A retired court reporter may become active by submitting an application for recertification and by complying with any conditions imposed by the Supreme Court for recertification.

[**History:** Am. effective January 3, 2006; Am. effective May 30, 2018; Am. effective July 1, 2020.]