



**Project Steno**  
9 Hammond Street  
Worcester, MA 01610  
508-438-0314

## **Project Steno Partner Program Application**

Project Steno is the tradename of Project to Advance Stenographic Reporting, Inc., a 501(c)(3) charitable organization.

**School or Program Name:** \_\_\_\_\_

**Program web address:** \_\_\_\_\_ **Application Date:** \_\_\_\_\_

**Contact name/phone/email:** \_\_\_\_\_

**Program mailing address:** \_\_\_\_\_

Schools/programs interested in participating with Project Steno should meet the following criteria:

- Curriculum designed for 2-year completion (or alternate written plan for two-year completion)
- Systematic speed building/required online practice utilizing Realtime Coach (or similar program)
- Regular monitoring and coaching of students by instructors using data from RTC (or similar)

Please submit this application with the below documents in one hard-copy packet by mail or one electronic file by email. Incomplete applications will not be considered.

- Curriculum or course outline designed for two-year completion
- A description of how your program utilizes Realtime Coach or similar program
- Next start date/future start dates
- Letter of reference from a local court reporter (signed/with contact information)
- Letter of reference from a current student/recent graduate of your program (signed/with contact information)

A member of the Project Steno team will contact you to confirm receipt of your application and to schedule an interview with you. Interviews may be in person, by phone, or by videoconference.

I hereby certify that all information in this application and the attachments is accurate and complete. I understand that the information will be treated confidentially by Project Steno. I agree that I (or a representative of our school/program) will respond to all inquiries from Project Steno in a timely fashion. I further agree that Project Steno may use our program name in its publications.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Please return completed form and required documents by mail to the address on this letterhead, by email to [Nancy@ProjectSteno.org](mailto:Nancy@ProjectSteno.org), or by fax to 508-753-9284. All delivery methods are acceptable.**