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SUMMARY OF PROGRAMS

**"WHERE EVERY STUDENT
IS THE TEACHER'S PET."**

BRSCR offers training in

- Court Reporting:
Machine or Voice
- CART/Captioning:
Machine or Voice
- Scoping
- Administrative Assistant
- Legal Administrative Assistant

WHAT IS ADMINISTRATIVE ASSISTANT TRAINING?

This is a professional development course designed to increase your marketability in the workplace by enhancing and adding to your existing skills and by helping you build a strong resume' for the job market.

Length of Program: 6 months
Tuition: \$1,200

WHEN DO CLASSES START?

All courses are available online. You may start at any time. Some courses are also taught onsite and start quarterly in January, April, August, and October.

"I cannot express enough how much I LOVE this school." Chamel W., Scopist

WHAT IS A COURT REPORTER?

A court reporter is a certified stenographer authorized to take down the verbatim testimony of witnesses in court or in pretrial depositions and produce a written transcript of the proceedings. May be performed by steno machine or steno mask (voice writing).

Length of Program: **Tuition:**
Machine: 30 months \$10,500
Voice: 9 months 4,800

"BRSCR is a positive and uplifting place to go to school." Lauren G., CCR

WHAT IS THE LEGAL ADMINISTRATIVE ASSISTANT TRAINING?

This is a professional development course designed to introduce you to skills needed in a legal office setting. It will enhance your existing office skills and help you build a strong resume' for the legal office job market.

Length of Program: 9 months
Tuition: \$2,400

ENROLLMENT INFORMATION:

Registration fee (all programs): \$125
Tuition prices shown are approximate, vary by schedule, and do not include textbooks or equipment. See individual program brochures and the School Catalog for more specific details.

BRSCR accepts checks, cash, and online credit card payments. Monthly payments and other financing options may be available for those who qualify.

Dedication to ongoing study and practice is vital to success, and course length may vary depending on skill and effort.

"BRSCR's program is designed for success." Pam M., CCR

WHAT IS CART/CAPTIONING?

A CART provider assists hearing-impaired students and others by providing realtime translation on a computer of lectures, meetings and other presentations, typically in a college or school setting.

Captioning is the written display of text of television or other media broadcasts. It may be performed by steno machine or steno mask (voice writing).

Length of Program: **Tuition:**
Machine: 24 months \$9,000
Voice: 9 months 4,800

WHAT IS A SCOPIST?

A scopist assists a court reporter in preparing documents (transcripts) of legal proceedings, usually depositions taken in preparation for a trial.

Length of Program: 6 months
Tuition: \$2,400

"The BRSCR online program has been one of the best things I have ever done for myself." Monice O., Scopist

SIGN ME UP!

Register online at BRSCR.com, Enroll Now. Or contact the Admissions Office for more information at (225) 218-4919, or e-mail to office@brscr.com.

CURRICULUM AND COSTS

**BATON ROUGE SCHOOL OF
COURT REPORTING, LLC**

Equipment and texts are not included in tuition price.
A one-time \$125 registration fee applies to all programs.
See Catalog for full details.

COURT REPORTING - Machine Writing
Length of Program: 30 months
Tuition: \$10,500

Skills Courses:

- Theory I and II
- Speedbuilding I, II, III

Academic Courses:

- English I and II
- Medical Terminology
- Legal Terminology
- Practical Applications
- RPR Preparation

Equipment and Books:

A student stenewriter, usually a Stenograph SRT 400 or Protégé. Prices range from \$600 for a used writer to \$1600 for a new writer.

A laptop computer and e-mail and Internet access. A \$100 software fee may be charged for offsite students.

New or used textbooks from \$300 to \$650.

ADMINISTRATIVE ASSISTANT TRAINING:
Length of Program: 6 months
Tuition: \$1,200

Academic Courses:

- Computer Essentials
- English I and Business English
- Document Transcription I and II
- Professional Development

Equipment and Books:

A home or laptop computer; Microsoft Office software; e-mail and Internet access.

New or used textbooks, approximately \$150-250.

*"The whole team at BRSCR is warm, friendly, and approachable."
Cindy O., transfer student*

LEGAL ADMINISTRATIVE TRAINING
Length of Program: 9 months
Tuition: \$2,400

This program mirrors Administrative Assistant Training, with the exception of these courses:

Academic Courses:

- Legal Documents I, II, III
- Legal Docs Transcription I, II, III
- Medical Terminology

Equipment and Books: Same as Administrative Assistant Training.

COURT REPORTING - Voice Writing
Length of Program: 9 months
Tuition: \$4,800

Skills Courses:

- Technology 101 and 201
- Speedbuilding I, II, III

Academic Courses:

- History of Voice Writing
- English I and II
- Medical Terminology
- Legal Terminology
- Practical Applications
- Certification Preparation

Equipment and Books:

A laptop computer and e-mail and Internet access.

A \$100 software fee may be charged for offsite students.

Stenomask and speech recognition software, approximately \$500 or less.

New or used textbooks from \$100 to \$200.

CART/CAPTIONING - Machine Writing
Length of Program: 24 months
Tuition: \$9,000

This program mirrors the Court Reporting curriculum except as follows:

- Realtime Technology
- Realtime Speedbuilding
- Practical Applications C/C

Equipment and Books: Same as the court reporting curriculum above.

CART/CAPTIONING - Voice Writing
Length of Program: 9 months
Tuition: \$4,800

This program mirrors the Voice Court Reporting curriculum except as follows:

- Realtime Technology
- Realtime Speedbuilding
- Practical Applications C/C

Equipment and Books: Same as the Voice Court Reporting curriculum above.

SCOPIST TRAINING
Length of Program: 6 months
Academic Courses:

- Theory I and II (note reading)
- English I and II
- Medical, Legal Terminology
- Practical Applications
- Technology

Tuition: \$2,400

Equipment and Books:

- A laptop computer
- Email and Internet access
- A \$100 software user fee.
- New or used books ~ \$100-\$200

"Not only will you feel like their only student, but Mrs. Pam and Mrs. Karen will make you feel like you are their daughter."

Jennifer S., CCR