Legal Transcription Program

Program Duration: 3 months

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| **Course Sequence** | **Suggested Study Schedule** |
| Business Law | Week 1 – 3 |
| Legal Transcription I | Week 4 – 8 |
| Legal Transcription II | Week 9 -- 13 |

* The above schedule is provided as a generic guideline to help students manage their study pace efficiently towards on time completion.
* Students who are able to finish courses in a faster pace are allowed and encouraged to do so for earlier completion.
* We recommend students to follow the course sequence in the order listed above.