



April 2, 2024

Re: **Notice of Proposed Transaction with James A. Bologna**

Dear Current and Future Students of College of Court Reporting,

I want to share some exciting news regarding the College of Court Reporting. Life often presents us with mixed challenges and opportunities. For four decades, since 1984, our family-run college has been dedicated to providing one of the finest court reporting educational programs available to steno and voice students across the United States.

However, in the past year, my immediate family received unexpected news when my wife was diagnosed with health issues. I'm grateful to share that we are on a positive trajectory with a well-established treatment plan, and the future is looking promising. Faced with this situation, I came to realize that managing the college in my current capacity while also caring for my family was an unsustainable endeavor. With this in mind, I began the search for a suitable person to carry forward the legacy that my mother, Kay Moody, initiated 40 years ago.

I am delighted to announce that we are taking proactive steps to facilitate James A. Bologna in acquiring all the outstanding common stock of The College of Court Reporting, Inc., from me, Jeffrey T. Moody, in the coming months. I am genuinely excited about this acquisition, as the new owner brings a wealth of experience in both education and business, particularly within diverse educational institutions. Mr. Bologna is dedicated to upholding and furthering the legacy established by Kay Moody by ensuring that we continue to provide the finest court reporting education to our current and prospective students. We expect the transaction to be completed, pending regulatory approvals, on or about July 1, 2024.

Mr. Bologna currently has approximately two decades of private post-secondary school management experience having served as a Chief Financial, Operating and Executive Officer of schools offering high-quality, hands-on career programs primarily in the Northeastern United States.

I want to assure you that this stockholder transaction will not result in any changes to the name of College of Court Reporting. In addition, the following question is posed along with answers.

Question: What does this mean for students?

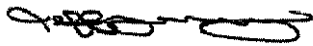
Answers: While this is an exciting move for the school, at a practical level, we do not expect anything to change for students.

- You are still a student enrolled in your degree or certificate program at CCR.
- You will attend classes in the same manner as you did before the change in ownership.
- You will have the same instructors.
- You will use the same syllabus.
- You will continue to receive the same education.
- Your financial aid packages including your veteran's benefits will remain the same.
- Your costs to complete your education will not be impacted.
- Your anticipated graduation date will be unaffected by this change.
- Your educational programs will continue to be accredited and or licensed by the existing regulatory bodies.
- Upon completion of your program, you will be a proud CCR graduate.

In addition, the name of CCR will remain the same and the school will maintain all of its existing approvals and accreditation. While the new owner may look to improve student services or day-to-day operations, these changes, to the extent there are any, are likely to occur over time.

If you have questions about this planned change of ownership, please contact me at [jeff.moody@ccr.edu](mailto:jeff.moody@ccr.edu) or 866-294-3974 ext. 224. We are all excited about this planned change and look forward to the continued successful future of the students and of CCR.

Jeffrey T. Moody,



President/Owner  
College of Court Reporting, Inc.