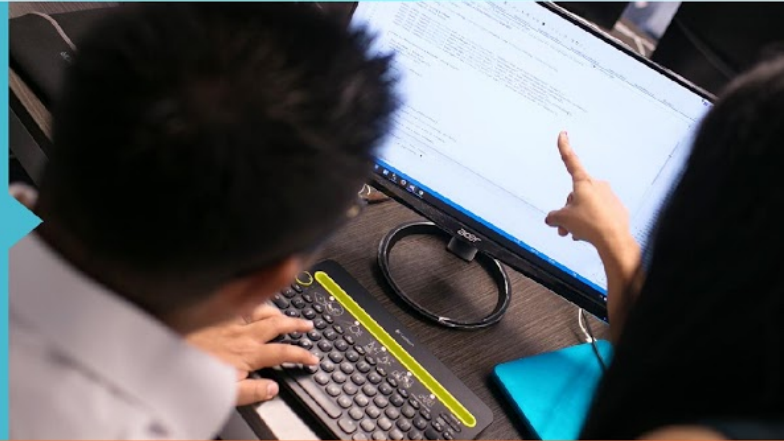Sabio

CULTIVATING
TOMORROW'S
CTOs TODAY

Q4 Academic Catalog
October – December 2017

Sabio, A Developer Community.

We are the premier software engineering program in Southern California, specifically designed for exceptionally motivated individuals looking to break into the tech industry.

Accepting applications year round.

Review this catalog and the School Performance Fact Sheet.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement. This catalog is available on the Sabio website, and upon request by any prospective student or member of the general public.

locations

Los Angeles Campus
400 Corporate Pointe

Orange County Campus
120 Newport Center Drive

Liliana Monge, CEO & Co-Founder (562) 307- 7589 – Gregorio Rojas, CTO & Co-Founder (310) 387- 0920

Contents

About the Institution

Sabio Enterprises Inc., operating under the name "Sabio", was founded on October 29, 2013 by Liliana Monge and Gregorio Rojas to train highly motivated and smart individuals to become awesome Full Stack Web Developers.

Sabio's full-time Senior Instructors have an average of 14 years of industry experience. Any time you request help, it will be from an industry expert; not a recent graduate. Our PreWork phase is also led by industry experts. Sabio treats students like professionals using team-based projects. Students also learn the agile and lean methodologies employed by start-ups everywhere.

Our industry experts don't have to wait to introduce the latest and greatest; we have an open and flexible curriculum that we can enhance as technology changes. We also explore bleeding-edge technologies with our fellows.

Sabio Enterprises Inc. does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C Sec. 1101 et seq.). Sabio secured approval to operate by the Bureau for Private Postsecondary Education in July 2016 for the main location in Culver City and the branch location in Newport Beach. Approval to operate means compliance with state standards as set forth in the California Private Postsecondary Education Act of 2009.

Mission & Objectives

- Sabio exists to train highly motivated and driven individuals to enter the tech sector, so that they can participate in today's lucrative knowledge-based economy.
- Sabio utilizes an immersive boot camp environment to emulate the most challenging, exciting, and collaborative aspects of a web technology startup.
- Sabio produces a uniquely trained, highly-skilled technology workforce that sets the standard for entry-level technologist, in an environment that values excellence, results, and creativity above all else.
- Led by the most senior coding bootcamp staff in the industry, we are the premier Software Engineering Program in Southern California.
- Sabio has built an awesome and vibrant community of exceptional Software Engineers that our Alumni leverage every day.

To contact Sabio via mail, regarding the institution or with any questions about the program offered, please send all correspondence directed to Liliana Monge or Gregorio Rojas to
400 Corporate Pointe Suite #300 Culver City, CA 90230.
If would like to visit campus, please make an appointment with Liliana by calling (562) 307- 7589 or email your availability to Liliana@sabio.la

2018 Programs & Locations Offered

Start Date	.NET	Node.js
January 2nd	Culver City Newport Beach	Culver City
February 12th	Newport Beach	Culver City
April 2nd	Culver City Newport Beach	Culver City
May 14th	Newport Beach	Culver City
July 2nd	Culver City Newport Beach	Culver City
August 13th	Newport Beach	Culver City
October 1st	Culver City Newport Beach	Culver City
November 12th	Culver City Newport Beach	Culver City

2017 Observed Holidays

- January 2nd – New Year's Day
- September 4th – Labor Day

Sabio Facilities

Los Angeles Campus

Sabio's Los Angeles campus is co-located with Antioch University in Culver City. Classroom numbers vary per cohort but all students are notified of classroom numbers and location prior to program start date.
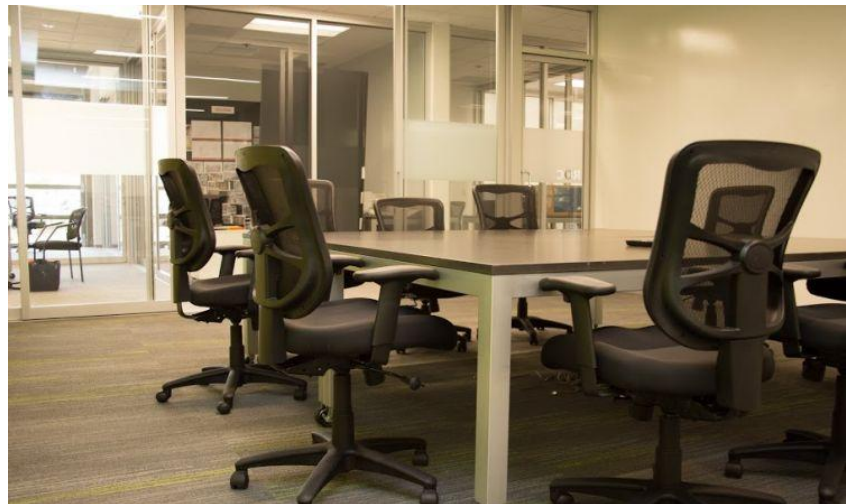
- Instruction is held at 400 Corporate Pointe, Culver City, CA 90230
- Sabio uses different classrooms, approximately 600 sq. ft., for program instruction and PreWork sessions.
- All classrooms are equipped with projectors, white boards, high speed Wi-Fi, tables/desks and chairs, and wall outlets.
- This facility does not provide a library for student use. However, a digital library will be provided to all students to use during the cohort. *Students pay $817 per month for virtual access to Sabio material (this is included in the tuition breakdown)

Orange County Campus

Sabio's Orange county campus is located at the Premier Business Centers in Newport Beach. Also, Sabio's PreWork sessions take place at the Vine in Irvine. Classroom numbers may vary per cohort, but all students are notified of classroom numbers prior to program start date.

- Bootcamp Instruction is held at 110 Newport Center Dr. Newport Beach, CA 92660
- PreWork is held at 5151 California Ave, CONF 160, Irvine, CA 92617
- Sabio uses a classroom approximately 600 sq. ft. for program instruction and PreWork sessions.
- All classrooms are equipped with projectors, white boards, high speed Wi-Fi, tables/desks and chairs, and wall outlets. This facility does not provide a library for student use. However, a digital library will be provided to all students to use during the cohort. *Students pay $817 per month for virtual access to Sabio material (this is included in the tuition breakdown)

Capacity

The PreWork Program will have a maximum of 25 students per session with one instructor. While the Full Stack Software Developer Training Program will have a maximum of 10 students per senior instructor. Sabio has multiple staff members that provide support to students in addition to their instructors.

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Accreditation

Sabio is not an accredited institution and does not offer any degree or diploma programs that are accredited by an accrediting agency recognized by the United States Department of Education.

Bureau for Private Postsecondary Education

Sabio is a private institution approved by the Bureau for Private Postsecondary Education for services provided in the Los Angeles campus (main) and Newport Beach campus (satellite). Both the PreWork Program and the Full Stack Software Developer training programs are approved. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 or P.O. Box 980818, West Sacramento, CA 95798-0818, www.bppe.ca.gov, (888) 370- 7589, (916) 431-6959, or fax at (916) 263- 1897. A student or any member of the general public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling toll-free at (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet Web site www.bppe.ca.gov.

Enrollment Process & Required Program Materials

1. Prospective students should create a free account with www.codecademy.com, complete the HTML/CSS and JavaScript Modules, and read "What is PreWork Training" at www.sabio.la/prework. These modules should be completed prior to PreWork Orientation.
2. Register for an instructor meet & greet in the location in which you wish to enroll.
   - Culver City: https://www.eventbrite.com/e/sabio-info-session-tickets-19275543670
   - Newport Beach: https://www.eventbrite.com/e/orange-county-sabio-info-session-tickets-20005900186
   - Online: https://www.eventbrite.com/e/sabio-online-info-session-tickets-27689550190
3. Register for PreWork Orientation in the location in which you wish to enroll.
   - Culver City: https://www.eventbrite.com/e/sabio-prework-orientation-los-angeles-tickets-28340112038
   - Newport Beach: https://www.eventbrite.com/e/sabio-prework-orientation-orange-county-tickets-32516763515
4. Students are required to bring their own laptop to every class meet. A Windows machine running windows 7, 8, or 10 is necessary to complete the course. Please make sure to bring your power cord with you!
5. If you own a Mac, the PreWork instructor must determine if it is compatible with installing windows. Instructions on how to download windows will be provided to students. You will be required to download different software throughout the course. A list will be provided upon admission to the program.

Admission Requirements

1. All applicants must have a high school diploma or equivalent & must be able to provide proof if requested by the institution.
2. Sabio does not accept students under the Ability-to-Benefit pathway.
3. There are no General Education prerequisites for enrollment into Sabio's PreWork program.
4. The prerequisite for Sabio's Full Stack Software Developer Training program are (1) successfully completing the PreWork program and/or (2) passing the technical assessment.

5. Students must be able to speak, read, and write English proficiently to be successful in any of Sabio's programs. If necessary, Sabio will request that the student provide proof of passing scores on the TOEFL exam.
6. Students must own their own laptop. Refer to number four in Enrollment Process and Required Program Materials.

Programs Offered

The PreWork Program

To train anybody to become a successful developer, Sabio must help the student build a solid foundation. A student's progress during PreWork is a good indication of a student's readiness for the Full Stack Web Developer program. Sabio's PreWork was created to familiarize and/or prepare students with basic concepts before starting the intensive 12-week program. PreWork Orientation is held the first 30 minutes of the first class meet. It is very important that students arrive on time to obtain access to the course materials. Sabio's PreWork is critical in determining whether the student is eligible and ready for the 12-week intensive program because it prepares the student to successfully pass the technical assessment.

PreWork Class Times and Locations

It is very important that students stay up to date with Slack notifications for all course related communications.

Los Angeles PreWork sessions are held every Tuesday and Thursday from 7 p.m. to 10 p.m. and Saturday from 9 a.m. to 3 p.m. - Physical Address: 400 Corporate Pointe, Culver City, CA 90230. **Orange County PreWork** sessions are held every Tuesday and Thursday from 7 p.m. to 10 p.m. and Saturdays from 9:00 a.m. to 3:00 p.m. - Physical Address: 5151 California Ave, CONF 160, Irvine, CA 92617

Essential Information

If an administrator decides that a student is not prepared for the 12-week intensive program based on their performance or completion of the PreWork course material the student will be notified ahead of time. An administrator determining that a student is not prepared for the 12-week intensive program does not make the student ineligible for the program in the future; it only pushes the student's start date. All students must pass the technical assessment at the end of the month for official admission into the Full Stack program. The technical assessment is strictly based on material covered during the PreWork program.

PreWork Program Outline
- Intro to HTML, CSS, and JavaScript
- Assignments from the required John Duckett JavaScript & JQuery book
- Watch assigned intro videos
- Complete jsFiddles
- Complete Mini Blogging Pages
- Bootstrap

	Minimum Hours Required	Total PreWork Hours Available
Total Instructor led PreWork hours	24 classroom hours over 1 month	48 classroom hours over 1 month
PreWork Schedule:	6 hours in class per week: 3 hours per day, 2 days per week or 6 hours per day, 1 day a week	12 hours in class per week: 6 hours over two days a week and 6 hours on Saturdays

Total PreWork **Weekly** Commitment:	10 hours per week: 6 hours in class/ 4 hours of independent work	12 hours in class per week: 3 hours over two days a week and 6 hours on Saturdays

Two Stacks To Choose From

ASP.Net MVC C#

A powerful, reliable and widely accepted stack in small startup and large enterprise organizations.

Node.js

Powered by Chrome's V8 JavaScript engine the MEAN stack is one of the most popular stacks of choice for developers.

Program Breakdown

Total Program Contact Hours:	**A minimum of 450 classroom hours over 12 weeks**
Program Schedule:	37.5 hours in class per week: Approx. 8 hours per day, 5 days per week
Total Program Weekly Commitment:	70 hours per week: 37.5 hours in class / 32.5 hours independent work
Total Program Commitment:	**720 hours over 12 weeks**
Standard Occupational Classification (SOC) Codes associated with this program:	**15-1130 Software Developers and Programmers** **15-1131 Computer Programmers** **15-1132 Software Developers, Applications** **15-1133 Software Developers, Systems Software** **15-1134 Web Developers**

A job classification under the United States Department of Labor's Standard Occupational Classification codes, using the Detailed Occupation (six-digit) level, for which the institution has identified in its catalog and in its employment positions list required by section 94910(f)(2) of the Code that the program prepares its graduates"

Languages Covered
- HTML- 15%
- CSS- 10%
- JavaScript- 35%
- C#- 20%
- RDMS/T-SQL- 20%

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Program Objective

Students will be able to apply key principles of systems analysis and design to selected business processes within the organization to implement effective information systems. (BSA — Business Systems Analysis)

- Students will be able to design and develop key database structures meeting selected business requirements for effective storage and retrieval of information. (DBM —Database Management)
- Students will be able to explain implementation, integration and maintenance for IT applications to support selected business processes. (INT — Integration)
- Students will be able to explain information systems security that will comply with key requirements of accepted industry standards to support and improve the security of an organization's systems. (ISS — Information Systems Security)
- Students will be able to design and develop computer programs using standards promoted by the Association of Software Professionals (ASP) to promote the quality and effectiveness of programs. (PRG — Programming)
- Students will be able to design and develop a website using selected professional web design principles and standards to facilitate the professional appearance of an organization. (WEB — Web development)

Required Textbook:
JavaScript and jQuery: Interactive Front-End Web Development; 1st Edition
by Jon Duckett - ISBN-13: 978-1118531648

Full Stack Program Outline

Course 1: Front-End Development
This course focuses on ensuring students are competent in developing cross-browser applications targeting both desktop and mobile clients. The following web languages will be covered:
- HTML5
- CCS3
- JavaScript with a heavy emphasis on jQuery, Bootstrap 3.x, Angular 1.3.x
- The fundamentals of a Model-View- Controller (MVC) framework
- Asynchronous client side programming

Course 2: Back-End Development
This course focuses on the following:
- Fundamental Principles of Object-Oriented Design
- Basic Caching Strategies
- Popular Design/Architectural Patterns
- ASP.Net/MVC 5.x
- WebApi 2.x
- Inversion of Control or IoC
- RESTFUL Architectures

Course 3: Database Development
Data stores are part of most applications. This course concentrates student efforts on relational database systems but also touches on other systems.
- Fundamentals of Database Design and Architecture
- Key Table design considerations
- Basic Query Structure and Optimization
- Stored Procedures

Course 4: Source Control

No development environment is complete without having a source control solution in place. This course covers the current popular providers and how to interact with them to facilitate daily activities. (Git & TFS)
- Synching local environments
- Merging conflicts
- Checking-in new code
- Shelving or submitting pull requests
- Overview of branching strategies

Course 5: Development Environments, Platforms and Back-End Languages

Windows and/or Linux based platforms
- Microsoft Sql Server 2014
- Microsoft Sql Azure – Cloud Implementation of a relational database
- Microsoft Table Storage
- Visual Studio 2013
- MS Sql Server Management Studio 2014
- .Net/C#

Financial Aid

Sabio is not an accredited institution and is therefore ineligible to participate in Federal Student Aid programs. Students enrolled in unaccredited institutions do not qualify for federal student financial aid programs.

Tuition – Cost Breakdown

Culver City Total Cost: $16,999
Newport Beach Total Cost: $15,499

- Non-refundable Registration Fee $249
- PreWork 200: Monthly $495
- PreWork 300: Labs $295
- Digital Resources Access: $817 per month $2,451
- Full Stack Web Development Programs (.NET or Node.js) $13,509
    - Orange County $12,009
- Maximum available in scholarships $1,500

Expenses not included in tuition cost:
- Textbook Required (can be purchased via third party seller, i.e. Amazon) $30
- Culver City on campus Parking (free street parking also available): Monthly $105
Parking is not managed nor owned by Sabio, therefore you cannot request
a refund. The parking structure is at 200/300 Corporate Pointe.
- Students who opt out of the PreWork course are required to pay for the technical Assessment $99

Upon being admitted into the program by successfully passing the technical assessment (stated in page 5 of this catalog) tuition for the Full Stack Software Developer Training Program becomes due. All students receive PreWork Orientation at no cost (PreWork Orientation takes place on the first day of PreWork).

Financing

Currently, Sabio is partnered with **SkillsFund** and **Climb** for students attending the Full Stack Software Developer Training program. Students may apply for a loan via any of the lenders mentioned, or may seek out other forms of loans or scholarships to cover the program's tuition and living expenses. Loans through SkillsFund and Pave are paid directly to Sabio. Any money loaned for living expenses will be dispersed to students in a minimum of two payments. All students must have applied a week before the assessment date. *Students are not guaranteed approval.* If a student obtains a loan to pay for an education program, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If the student receives federal student aid funds, the student is entitled to a refund of the monies not paid from the financial aid funds.

Student Tuition Recovery Fund

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all the following applies to you:

- You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans.
- Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:
- You are not a California resident, or are not enrolled in a residency program, or
- Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.
You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

- The school closed before the course of instruction was completed.
- The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
- The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
- There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.

- An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act. However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Student Right to Cancel / Refund Policy

You have the right to cancel your agreement for a program of instruction, without any penalty or obligations, through attendance at the first-class session or the seventh calendar day after enrollment, whichever is later. After the end of the cancellation period, you also have the right to stop school at any time; and you have the right to receive a pro rata refund if you have completed 60 percent or less of the scheduled hours in the current payment period in your program through the last day of attendance.

Veteran students receiving VA funding via the California State Approving Agency for Veteran Education (CSAAVE) will be eligible for a pro rata refund up to 100% of the program.

- Cancellation may occur when the student provides a written notice of cancellation at the following address: 400 Corporate Pointe, Culver City, CA 90230. This can be done by mail or by hand delivery.
- The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- The written notice of cancellation need not take any form and, however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
- If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or administration fee not to exceed $250.00, and less any deduction for equipment not returned in good condition, within 45 days after the notice of cancellation is received.

Withdrawal from the Program/ Refund Policy

For students enrolling directly into Sabio, you may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed $250.00, and less any deduction for equipment not returned in good condition, within 45 days of withdrawal. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund. **Veteran students receiving VA funds via CSAAVE will receive a pro rata refund up 100% of attendance during all programs.** For the purpose determining a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:
- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for three consecutive days.
- The student fails to return from a leave of absence.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance.   The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal. For the purpose of determining when the refund must be paid, the student shall be deemed to have withdrawn at the end of three consecutive days. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund.

If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. Any amount of the refund in excess of the unpaid balance of the loan shall be first used to repay any student financial aid programs from

which the student received benefits, in proportion to the amount of the benefits received, and any remaining amount shall be paid to the student.

Consequences of Loan Default

If a student is eligible for a loan guaranteed by the federal or state government and the student defaults on the loan, both of the following may occur:

- The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan.
- The student may not be eligible for any other federal student financial aid at another institution or other government assistance until the loan is repaid.

Notice Concerning Transferability of Credits and Credentials Earned at The Institution

The transferability of credits you earn at Sabio is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate of completion that you earn in *FULL STACK WEB DEVELOPER TRAINING PROGRAM* is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Sabio to determine if your credits, or certificate will transfer.

Policies Regarding Articulation, Prior Learning Assistance and International Student Visas

- Sabio has not entered any articulation or transfer agreement with any other college or university.
- Sabio does not award credit for prior experiential learning.
- Currently, Sabio does not admit students from countries outside the U.S. because the institution cannot provide student visa services nor will the institution verify student immigration status.

Languages

Sabio only provides instruction and documentation in English, therefore all students are required to be fluent in English. If Sabio is concerned about a student's English proficiency, it will request that the student provide proof of passing scores on the TOEFL exam. Sabio does not provide English language services, such as ESL instruction.

Student Records

Sabio will maintain copies of student's financial ledger, an academic transcript, and completion certificates indefinitely. All other student records will be retained for five years.

Certificate of Completion

Students will receive a Certificate of Completion when they have completed all the program requirements. A graduate must have successfully completed all course objectives and have satisfied all financial obligations.

Leaves of Absence

Sabio does not offer a leave of absence due to the short length and importance of attendance in the program. If a student has to withdraw from the program for any reason, he or she may request admission to an upcoming cohort; determined at Sabio's discretion based on seat availability.

Attendance Policy

Sabio's *FULL-STACK SOFTWARE DEVELOPER TRAINING PROGRAM* is very intense and requires consistent attendance and dedication. Students who do not meet the attendance requirements of the program as defined in the Sabio Catalog will be dismissed. Student also understands that the expected out-of-class assignments commitment will be approximately 30 hours per week. In addition, there are four mandatory "meet-ups" during the program. Students will be notified of the dates of mandatory meetups at the time of enrollment. Due to the length of the programs Sabio will dismiss a student from a program after being absent for three (3) days and/or being late 4 days. Sabio makes it clear to all students the importance of being present. Students who are dismissed due to attendance policy violations are allowed to request readmission to an upcoming cohort.

- First absence: The student will be contacted by CEO and reminded of attendance policy.
- Second absence: The student is placed on attendance probation and will be given a warning of possible program dismissal.
- Third absence: The student will be dismissed from the program and required meet with the CEO and CAO to discuss the student's future at the institution or a prorated refund, if applicable, will be provided.
- Students who are late are responsible for making up the time and work they missed before the end of the day. All students can remain in the classroom until 10 p.m.

Program Commitment

Sabio's program requires students to be fully involved and committed to the intensive work required in order to be successful. Upon enrollment, students are made aware of all programs requirements. If a student cannot commit to the program's requirements, he or she will not be eligible for the program. Students are strongly advised to listen and take direction from instructors and advisors in order to achieve success in this program.

Student Conduct Policy

All Sabio students are expected to act professionally and collaboratively with their fellow students and Sabio staff at all times. Abusive or harassing behavior will not be tolerated and students who violate this policy will be disciplined, up to and including withdrawal from the program without the option to return.

Academic Grading Policy

Sabio does not assign traditional grades, but rather determines a student has met the course training objectives through review of his/her work product and series of interviews with the Chief Academic Officer. Students who are not exhibiting the requisite level of aptitude, or who are not attending and participating with their development team, may be given the opportunity to remain in the program until they have achieved the requisite level of expertise, and will be provided additional guidance as needed. However, Sabio retains the discretion to dismiss any student who fails to participate and contribute, and issue a refund subject to the school's refund policy.

Probation and Dismissal Policies

Students who violate the Student Conduct Policy, depending on the severity of the violation, may be placed on conduct probation for the remainder of the program. Students who violate that probation, fail to participate and contribute to their development team, or who fail to comply with Sabio's attendance policy, as outlined above, will be dismissed from the program.

Conditions for Reentrance

Sabio allows students that have withdrawn from the institution to attempt and re-admit by emailing the Chief Academic Officer, Gregorio Rojas (Gregorio@sabio.la) and taking a technical assessment. The student must also have left the institution in good standing, i.e. not have violated any policies and all fees due were paid.

Student Achievement Measures and Completion Requirements

To exhibit the proficiency required to earn a Completion Certificate, a student must exhibit the following to the satisfaction of the Chief Academic Officer:

- Students will be able to apply key principles of systems analysis and design to selected business processes within the organization in order to implement effective information systems. (BSA — Business Systems Analysis)
- Students will be able to design and develop key database structures meeting selected business requirements for effective storage and retrieval of information. (DBM —Database Management)
- Students will be able to explain implementation, integration and maintenance for IT applications to support selected business processes. (INT — Integration)
- Students will be able to explain information systems security that will comply with key requirements of accepted industry standards to support and improve the security of an organization's systems. (ISS — Information Systems Security)
- Students will be able to design and develop computer programs using standards promoted by the Association of Software Professionals (ASP) to promote the quality and effectiveness of programs. (PRG — Programming)
- Students will be able to design and develop a website using selected professional web design principles and standards to facilitate the professional appearance of an organization. (WEB — Web development)
- Students are required to pass a mock interview conducted by the CAO. Students are asked progressively more difficult interview questions in order to exhibit their in-depth knowledge of the subject matter.

Student Services

Job Placement Services Sabio provides students with resume review and consultation (Sabio will not draft initial resume for Fellow), an opportunity to participate in a minimum of two mock interviews conducted by Sabio staff, promotion of the student on Sabio's online channels, at the Fellow's discretion, and access to Sabio's extended mentorship training, placement services and professional network for a period of five years after completion of the Program. **WHILE SABIO WILL PROVIDE PLACEMENT SERVICES TO FELLOWS BOTH DURING AND AFTER COMPLETION OF THE PROGRAM, SABIO CANNOT GUARANTEE THE EMPLOYMENT OF ANY FELLOW.** After completing the program Sabio provides a classroom for alumni to come in and continue to work as they seek work. The room is available Monday through Friday, 8 a.m. to 8 p.m.

Housing

Sabio does not offer on-campus housing or dormitories nor does it provide housing services for students.
For helpful information on locating apartments in Culver City, visit
- http://www.apartmentfinder.com/California/Culver-City-Apartments

For information on the cost of living in Culver City, CA visit
- http://www.areavibes.com/culver+city-ca/cost-of-living/

For helpful information on locating apartments in Newport Beach, visit

- http://www.apartmentfinder.com/California/Newport-Beach-Apartments

For information on the cost of living in Newport Beach, CA visit
- http://www.areavibes.com/newport+beach-ca/cost-of-living/

The institution does not endorse or make any warranty as to the accuracy or usefulness of these websites, they are provided solely for informational purposes. Sabio is not responsible for finding or assisting a student in finding housing.

Student Rights and Grievances

Students may contact the CEO, Liliana Monge, via email or phone to discuss and resolve any student grievances immediately. Students also have the option of contacting the BPPE to file a complaint if the concern is not handled by the institution, using information provided on page 6 of this catalog. Liliana@sabio.la – (562) 307- 7589

Administrators & Instructors

Liliana Aide Monge, CEO & Co-Founder
Liliana has over eleven years of economic development expertise, and is highly attuned to developing and managing federal funds. Previously, Ms. Monge was a redevelopment consultant at The Ometeotl Group, a redevelopment consulting firm that specializes in working with public agencies. She is a member of the Urban Land Institute, the International Council of Shopping Centers, and the California Redevelopment Association-Latino Initiative.

Gregorio Rojas, Chief Academic Officer & Co-Founder
Gregorio has been in the software development field across a variety of industries since 1999. Previously he was CTO and cofounder of an online real estate listings site, MySocalListings, a Director of Development at SFW, a SAAS enterprise software startup and most recently, lead developer of the Monetization team at MySpace.

Mike McGranahan, Senior Instructor

Mike comes to Sabio driven by curiosity and the desire to challenge himself, he has worked for different organizations that range from higher education to social media. Most recently, he was a full-stack developer for Stack Overflow, a startup that has been around for about six years. Stack Overflow is a site that accepts questions about programming. When he started to look at other opportunities, Mike found Sabio and was intrigued because of the mission to try to diversify the technology industry.
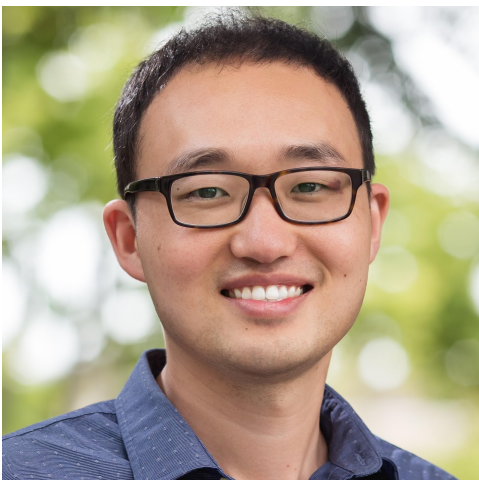
Victor Campos, VP of Engineering

Working at Sabio has been exciting for Victor not just because he gets to mentor his students, but also because he's learning so much. He said coming on at Sabio "lit a fire under my seat to learn and implement Angular. Not only do you learn to understand technology better as an instructor, he said, but you are also able to offer a more articulate explanation for that technology.

Jeremy Ramos, Senior Instructor

The former art teacher wound up taking an introductory BASIC class while in school and fell in love. Since, he's worked on large enterprise applications and is currently working with his first Sabio cohort.

John Lee, Senior Instructor

You are empowered to teach what is in the best interest of the developer without other factors getting in the way. I really look forward to giving many people opportunity to enter this field, and empower them to make a difference in the world.

Dan Farino, Senior Instructor

To Sabio instructor Dan Farino technology is all about people — helping people, to be specific. From writing the programs to help his coworkers that landed him his first IT job to his favorite projects which allowed him to invent a tool to help his coworkers, and now at Sabio, where he said his great respect for his students pushes him to work hard to help them grow into software engineers daily.

Sabio Fellows Code of Conduct

The Sabio Full Stack Web Development Program is a place of work and you should conduct yourself accordingly with the utmost professional integrity. Any kind of disrespect and/or disruption to the room due to inappropriate behavior or comments may result in your expulsion from the room.

We do not tolerate harassment of any form. Sexual language and imagery is inappropriate and unwarranted in the training room. **You will be expelled for this behavior.**

Avoid any conversations having to do with politics and religion as this is not the appropriate place for these conversations.

We require that you follow your Senior Instructors directions explicitly with regards to all things code. For example, if your Senior Instructor asks you to re-write a function to meet our standards, then you are required to follow their instruction explicitly, and do exactly as you are directed, for as many times are you are directed.

Code Reviews should focus 100% of the code and not the developer. Never give anyone one feedback about how "**they** are wrong" or how "**they** should not do XYZ". Code review is to give feedback to the code and to improve code:

- "If the function where written like…"
- "Wouldn't the code error if…"
- "Would it be better if…"
- "The code will perform better…."
- "The code will error less …"

Code can always be improved and as developers just starting out you should be aware that your code will present with ample opportunity to improve. More on code review:

https://docs.google.com/document/d/12LXvlIIOLKtbCJcHyRJyBbITNgY8odQzJuZiZEpTVkM/edit?usp=sharing

I accept the Sabio Code of Conduct and will comply with it at all times:

Student Name: _____

Signature: _____   Date: _____

<u>CATALOG RECEIPT FORM FOR VETERAN & NON VERERAN STUDENTS</u>

Veteran Student Name:_____

Scheduled Start Date: _____

I have received a copy of the Sabio catalog and have reviewed the information contained in it. I understand that the policies in this catalog apply to me, including those policies specific to Veteran students, and if policies are updated while I am attending, I will be responsible for complying with those updated policies as well. I also understand that the Sabio Catalog is updated on a quarterly basis and it is my responsibility to review the updated catalog which is available on the Sabio website at Sabio.la under the Regulatory tab.

Be signing below, I am confirming receipt of this catalog and any other policies affecting my enrollment.

Signature: _____ Date:_____

Catalog effective October 1, 2017 through December 31, 2017.

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The information contained in this catalog is true and correct in content and policy.

Signature of School Official   **Date**   09/29/2017
Liliana Aide Monge, CEO