App Academy

Catalog

CALIFORNIA

January 1 - December 31, 2021
Revision Date: January 13, 2021

www.appacademy.io
825 Battery St 3rd Floor, San Francisco, CA 94111
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Introduction

Approval to Operate and Information

App Academy is a private institution. App Academy is approved to operate by the California Bureau of Private Postsecondary Education. Approved to operate means compliance with state standards as set forth in the California Private Postsecondary Act of 2009 (California Education Code, Title 3, Division 10, Part 59, Chapter 8) and Division 7.5 of Title 5 of the California Code of Regulations.

Location of Classes

All California classes are conducted at 825 Battery St 3rd Floor, San Francisco, CA 94111 (tel: +1 415 417 1991).

App Academy's Mission

The mission of App Academy is to lower barriers to education and provide students with the tools and skills necessary for success in the software development industry. We aim to do this by:

- Training students in the theoretical aspects of computer science and teaching current state-of-the-art and high-demand web technologies.
- Providing access to opportunities that build skills, confidence, and freedom in one's career.
- Building great learning environments that educate people to live at their full potential.

Encouragement to Review

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.

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 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Catalog Revisions

The App Academy California catalog is updated on an annual basis, but App Academy reserves the right to update it at a more frequent basis at its discretion.

Students are provided with the catalog once they are admitted into an App Academy program. Prospective students or the general public can get a copy of our catalog by emailing admissions@appacademy.io.

Facilities and Learning Resources

App Academy offices in San Francisco and New York are similar in terms of room space, access, quality, design, and equipment.

The San Francisco campus includes classrooms as well as computer lab space. Our office provides desks, chairs, tables, projectors/screens, additional computers, and whiteboards for student use.

Library

App Academy maintains a regularly updated private online repository of materials. All students who are enrolled in courses at App Academy receive access to App Academy's private online repository of materials. These materials are available on a web based platform and can be accessed remotely at https://github.com/appacademy. The online repository consists of:

1. written materials and code demos authored by App Academy Staff
2. instructional videos made/recorded by App Academy Staff
3. instructions and solutions for all course projects
4. materials for assessment preparation (practice assessments and their solutions)
5. curated supplementary written and multimedia third-party material, authorized for App Academy use

Procedure for obtaining library access: Access to this repository is provided as part of admission to the course; in some cases, applicants are directed to certain sections as part of their application process. Upon successful enrollment in the course, applicants have full access to the materials, and retain access to the materials after graduation.

Classroom and Other Learning Resources Access: App Academy's learning resources are accessible to every student on a 24/7 basis online. In-person students also have access to App Academy's computers, learning resources, and campus during class hours. For the Software Engineering Program: Full-Time In-Person, students are also provided with a workstation (including 2 monitors, 1 keyboard, and 1 mouse) for pair programming activities.

Sufficient for Learning: All materials required by the curriculum are included in the online repository. In an effort to offer a well balanced and cutting edge learning experience, It also includes additional supplementary resources for student enrichment, which are not required as part of the curriculum. The student retains access to these resources after completing the course. As previously mentioned, these resources are available online at any time.

Remote Access: Students can access this material at any time either from home or the classroom from any computer with an internet connection.

Programs and Objectives

App Academy offers two types of full-time Software Engineering programs either in-person or online. Each program's credit hours, program outcomes, tuition payment options and curriculum are detailed below. App Academy also offers preparatory courses, either in-person or online, to introduce students to the fundamentals of JavaScript. Details for these "bootcamp" programs are also detailed below.

Software Engineering Program: Full-Time In-Person

The Full-Time Software Engineering Program is App Academy's flagship full-stack web development course focusing on Ruby on Rails and JavaScript development. Students will learn how to build a full-stack web application using Ruby, Rails, JavaScript and React. The objective of the course is to prepare graduates for employment as software developers (Bureau of Labor Statistics Occupational Classification Code 15-1132).

The Full-Time Software Engineering Program is a total of 560 credit hours over a 16-week course. The first 3 weeks, Part 1, is completed remotely. Part 1 requires 35 hours of work per week. After the conclusion of Part 1, students complete the remaining 13 weeks at the App Academy office. The on-campus program consists of ten parts, Parts 2-11, of lectures, readings, assignments, reviews and projects.

To graduate from the program and to be eligible for deferred tuition, students must successfully complete the full course. Details of the required course work and study are below:

Program Outcomes
 After completing the program, a student is expected to:

- Be able to effectively use core data structures such as Arrays, Hashes, Strings in Ruby
- Be proficient in both the Ruby and JavaScript programming languages,
- Know how to configure and use relational SQL databases including SQLite3 and Postgresql
- Be able to design and build web applications using Rails and React
- Have learned how to create and style webpages using HTML and CSS,
- Understand how to deploy their application to Heroku web hosting
- Be able to analyze the scalability of algorithms using "big-o" asymptotic analysis
- Have learned how to collaborate with others using git version control.

Curriculum
Part 1: Introduction to Software Engineering

Part 1 of the Full-Time Software Engineering Program is to be completed online only. It consists of 105 hours of instructor-facilitated work that is to be done prior to the on-campus portion of the program. Classes generally run from Monday through Friday, 9AM - 6PM. These hours exclude a 70-minute lunch break from 12:20pm to 1:30pm. It covers the fundamentals of Ruby programming.

Approximately one day will lapse between App Academy's receipt of student lessons, projects, or assessments and App Academy's mailing of its response or evaluation back to the Student.

During Part 1, students must pass two assessments before moving on to Part 2.

Part	Week(s)	Description of Curriculum
Part 1: Ruby Foundations	**Week 1**	- Primitive Data Types - Booleans - Integers - Floats - String Manipulation - Debugging - Reading the stack trace - Using debuggers correctly - Intro to scientific method - Methods, Iteration, Input/Output, Code Style - Array#each, Array#each_with_index - DRY - Blocks, Procs, and Lambdas - Descriptive variable naming - Scope
	Week 2	- Classes, Object Oriented Programming - Class#initialize method - Inheritance, subclasses, superclasses - Downsides of monkeypatching - References/Pointers - Hashes - Hash methods (#key, #merge, #delete) - Computer Science Design Patterns - Singleton Pattern - Code smells: Long methods, data clump, long method chains, god objects - Law of demeter
	Week 3	Recursion

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		○ Base cases
		○ Inductive reasoning
		○ Call stack
		○ Recursion
		● Git Version Control
		○ Repositories, repos, and remotes
		○ Add, commit, branch, merge
		○ Pushing, pull requests
		● Algorithms, Data Structures
		○ Binary trees
		○ Breadth-first search
		○ Depth-first search
		○ Algorithmic interview-style problems

*Schedule subject to change

Part 2-11: Software Engineering Deep Dive

Parts 2 - 11 consist of 455 hours of on-campus instruction (13 weeks x 35 hours/week). These hours exclude a 70 – minute lunch break from 12:20pm to 1:30pm.

Part	Week(s)	Description of Curriculum

Part 2: Ruby	**Week 4**	● Serialization
		   ○ JSON, YAML, saving program state
		● Object-Oriented Design
		   ○ Games: Chess, Poker
		● Class Inheritance
		   ○ Class constants
		   ○ Games
		● Testing
		   ○ Rspec: subject, let
		   ○ Test-driven development
		   ○ Mocks and stubs
		● Exceptions, Error Handling
		   ○ Raising and catching exceptions
		● Big O Notation
		   ○ Time and space complexity
		● Sorting Algorithms
		   ○ Merge sort, bubble sort

Part 3: SQL	**Week 5**	● Basic SQL ○ Databases

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		○ Schemas
		○ SELECT, WHERE, JOINS, GROUP BY, and other clauses
		● Migrations
		  ○ Rake
		  ○ Rollbacks
		  ○ Seeds
		● ORM
		  ○ ActiveRecord
		  ○ Associations: has_many, has_one, belongs_to
		  ○ Join tables
		  ○ Validations: presence, length, custom validations
		  ○ Constraints

Part 4: Rails Back End	**Week 6**	● Metaprogramming
		  ○ #send, #method_missing, #define_method
		● HTTP, APIs
		  ○ Parameters
		  ○ JSON
		  ○ RESTful Routing
		  ○ TCP/IP
		  ○ Cookies
		  ○ Session and state
		  ○ OSI Model
		● Rails Controllers
		  ○ Filters
		  ○ Mass assignment
		● Templating
		  ○ Rails views
		  ○ ERB
		  ○ View partials
		● HTML Forms

Part 5: Ruby Full Rails	**Week 7**	● Authentication, OAuth
		  ○ Input types
		  ○ POST requests
		● CSRF and security
		  ○ Authenticity tokens in Rails
		  ○ Encryption, hashing
		  ○ Private and public keys
		● CSS
		  ○ Selectors
		  ○ Pseudo-selectors

		○ SASS, Responsive Design - Integration testing ○ Selenium, Capybara - Web Servers ○ Middleware, Rack, Webrick ○ HTTP requests and responses - Regular Expressions
Part 6: JavaScript	**Week 8**	- Larger Projects in Rails ○ Reddit ○ Rails Lite - JavaScript Fundamentals ○ Basic Data Types, Objects ○ Prototypal inheritance ○ Functions as first-class objects - Server-side JS ○ Node.js ○ File system access ○ NPM ○ Closures and Scope
Part 7: Front End Engineering	**Week 9**	- Object Orientation in JavaScript - File Input/Output - Scope ○ The \`this\` keyword ○ Closures ○ Bind, call, and apply - Modules in JavaScript ○ Module Pattern ○ IFFEs: Immediately invoked function expressions ○ Require.js - Build tools ○ Webpack ○ Asset compilation - AJAX ○ Asynchronous code ○ Single-page apps
Part 8: React	**Week 10**	- React ○ Components ○ Component Lifecycle ○ Babel, JSX transpiling ○ React code style: separating concerns ○ React router
Part 9: Redux	**Week 11**	- Redux ○ Middleware ○ Jbuilder

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		○ Dispatcher, Stores, Actions ○ Event-driven architecture ○ Mixins ● Larger Single-page App projects 　　○ AirBnb Clone
Part 10: Full Stack Project	**Week 12** **Week 13**	● Cloud storage: filepicker and S3 ● Modals ● Real-time communication: WebRTC and Pushr ● Kaminari ● Deployment: Heroku ● Background tasks ● Caching and Redis ● CSS Flexbox
Part 11: Job Search	**Week 14** **Week 15** **Week 16**	● MERN Stack portfolio project ● Frontend JavaScript portfolio project 　　○ Game 　　○ Data visualization ● Resume writing ● Interview skills 　　○ Personal pitch 　　○ Behavioral questions ● Tech Companies: culture and processes ● Algorithms 　　○ Time Complexity and Big Oh 　　○ Memory, Pointers and Static Arrays 　　○ Dynamic Arrays and HashMap 　　○ LinkedList, LRU Cache, Memoization and Dynamic Programming ● Technical interviews 　　○ Take-home problems 　　○ Pair programming ● Whiteboarding problems ● Negotiations ● Web architecture ● Algorithms 　　○ Heaps, Heap Sort 　　○ Merge Sort and Quick Sort 　　○ Analysis of Sorting Algorithms 　　○ Binary Search Tree ● Managing the job search 　　○ Setting expectations 　　○ Time management ● Networking ● Graduation events

*Schedule subject to change

Software Engineering Track: Full-Time Online

This course focuses on JavaScript, SQL, Node, Express.js, Python, React, Redux, and computer science fundamentals as well as technical interview skills, self-presentation, and other job search curriculum. Students will learn how to build a full-stack web application. The objective of the course is to prepare graduates for employment as software developers (Bureau of Labor Statistics Occupational Classification Code 15-1132).

The Software Engineering Track: Full-Time Online program is a total of 960 credit hours over a 24-week course. All 24 weeks are completed remotely. The program consists of 7 parts, Parts 1-7, of lectures, readings, assignments, reviews, and projects.

To graduate from the program and to be eligible for deferred tuition, students must successfully complete the full course. Details of the required course work and study are below:|

Program Outcomes

Upon completion of the course, students will:

- Be able to write, organize, and maintain source code
- Learn efficient ways to store and search for data and understand the way computers communicate with one another across the Internet.
- Be able to create a responsive Web page for an application.
- Be able to persist and manipulate data for a Web application.
- Learn how to polish a code portfolio.
- Be able to build a Web application with enhanced user experience and real-time communication channels to the data and other users.
- Learn how to polish a resume, personal pitch, and online presence.
- Be able to create a full-stack Web application.

Curriculum

Parts 1 -7 consist of 960 hours of online instruction (24 weeks x 40 hours/week).

Approximately one to seven days will lapse between App Academy's receipt of student lessons, projects, or assessments and App Academy's mailing of its response or evaluation back to the Student.

Part	Week(s)	Description of Curriculum
Part 1: Programming	**Week 1**	- Technical Curriculum - JS expressions and Variables

Fun damentals		○ Intro to Functions
		    ○ Control Flow and Arrays
		    ○ Intermediate Functions
		● Non-Technical Curriculum
		    ○ Welcome to App Academy-What to expect
		    ○ How to Study, Learn, and Succeed

	Week 2	● Technical Curriculum
		    ○ Execute JS Locally
		    ○ POJO
		    ○ Callbacks
		    ○ Scope
		    ○ JS: Asynchronous Functions
		● Non-Technical Curriculum
		    ○ Pair Programming
		    ○ Intro to Tech
		    ○ Giving and Receiving Feedback

	Week 3	● Technical Curriculum
		    ○ Using Node.js
		    ○ Git
		    ○ Command line familiarity
		    ○ Recursion
		    ○ JS:Trivia
		● Non-Technical Curriculum
		    ○ History of Diversity in Tech
		    ○ Rise of Personal Computing

	Week 4	● Technical Curriculum
		    ○ Storage
		    ○ Browser Basics with JavaScript
		    ○ Element selection and placement
		    ○ Event handling
		    ○ JSON
		● Non-Technical Curriculum
		    ○ Implicit Bias, Professionalism, Company Culture

	Week 5	● Technical Curriculum
		    ○ NPM
		    ○ Classes
		    ○ OOP
		● Non-Technical Curriculum
		    ○ Public Speaking

Part 2: Computer Science	**Week 6**	● Technical Curriculum
		    ○ Promises
		    ○ HTTP
		    ○ Testing

		● Non-Technical Curriculum ○ Policy, Promotion, Transparency, and HR

	Week 7	● Technical Curriculum
		   ○ Data Structures
		   ○ Time Complexity
		   ○ Algorithms & Sorts
		● Non-Technical Curriculum
		   ○ Github + Readmes

	Week 8	● Technical Curriculum
		   ○ Internet Protocol Suite Understanding
		   ○ Network models
		   ○ Network tools
		   ○ Interactivity
		   ○ Ajax Basics
		● Non-Technical Curriculum
		   ○ Whiteboarding/Presenting Technically

**Part 3:
Front-End
Engineering I**
	Week 9	● Technical Curriculum
		   ○ CSS
		   ○ Media Queries
		   ○ Box Model and Positioning
		   ○ Flexible Box Model
		   ○ Grid Layout
		   ○ CSS Maintainability
		● Non-Technical Curriculum
		   ○ Accessibility and 508 Compliance

	Week 10	● Technical Curriculum
		   ○ Relational database usage
		   ○ Object-relational mapping in JavaScript
		● Non-Technical Curriculum
		   ○ Websites + Recruiters: Make it Pretty

**Part 4:
Back-End
Engineering**
	Week 11	● Technical Curriculum
		   ○ Express
		   ○ HTML Forms
		   ○ Full-Stack Websites
		   ○ Node HTTP
		   ○ Pug
		   ○ Regular Expressions
		● Non-Technical Curriculum
		   ○ Data Privacy and Business Ethics

	Week 12	● Technical Curriculum
		   ○ APIs
		   ○ Authentication
		   ○ API Security

		● Non-Technical Curriculum 　○ Conflict Resolution
	Week 13	● Portfolio Project 　○ Full Stack Group Project ● Non-Technical Curriculum 　○ Crafting Bullets 　○ Technical and Design Bias
Part 5: Front-End Engineering II	**Week 14**	● Technical Curriculum 　○ Intro to React 　○ React & Events 　○ Class Components 　○ React Router
	Week 15	● Technical Curriculum 　○ Redux 　○ Hooks 　○ Web Sockets
	Week 16	● Portfolio Project 　○ React + Redux Project ● Non-Technical Curriculum 　○ Resumes 101
Part 6: Python	**Week 17**	● Technical Curriculum 　○ Python Data Types and Operations 　○ Python Comprehensions 　○ Python Control flow 　○ Python functions, methods, classes, and modules ● Non-Technical Curriculum 　○ Networking Online
	Week 18	● Technical Curriculum 　○ Python Unit Testing 　○ Flask 　○ Psycopg 　○ SQLAlchemy ● Non-Technical Curriculum 　○ Presentation Skills
	Week 19	● Technical Curriculum 　○ Alpine Linux 　○ Python Threading 　○ Docker 　○ Microservices ● Non-Technical Curriculum 　○ Building a Portfolio

	Week 20	- Portfolio Project - Python Project - Non-Technical Curriculum - Current Stage of Tech
Part 7: Career Quest	Week 21	- Portfolio Project - Personal Full-Stack Project - Non-Technical Curriculum - Full-Stack Projects
	Week 22	- Portfolio Project - Non-Technical Curriculum
	Week 23	- Portfolio Project - Portfolio - Non-Technical Curriculum - Collateral Materials, Personal Pitch - Applying Approaches + Clearbits
	Week 24	- Portfolio Project - Portfolio Polishing - Non-Technical Curriculum - Tech Interviewing and Negotiations

*Schedule subject to change

Bootcamp Prep In-Person & Bootcamp Prep Online

Bootcamp Prep and Bootcamp Prep Online are 70-hour preparatory courses which introduce students to the fundamentals of JavaScript. The courses also serve as sufficient preparation for students who wish to enter App Academy or other programming bootcamp programs. It is designed to give students inside knowledge about the bootcamp admissions process and to help them become the most qualified candidate possible. By the end of the course, students will:

- Solve relatively complex problems in JavaScript.
- Have an intermediate understanding of JavaScript
- Have confidence to explore new topics on their own.
- Have the skills to apply to any coding bootcamp.
- Have a thorough understanding of Coding bootcamp application and interview processes.
- Possess strong technical interview and presentation skills.
- Be a high performer in the coding bootcamp of their choosing.

Bootcamp Prep v. Bootcamp Prep Online
Bootcamp Prep and Bootcamp Prep Online follow the same curriculum, but there are differences between the two programs:

Criteria	**Bootcamp Prep**	**Bootcamp Prep Online**

Location of Program	In-person at App Academy	Remote
Length of Program	One month of structured classes (2.5 hours/day x 5 days/week x 4 weeks)	Self-guided over 2 months*
Access to Faculty	In-person during class and via online communication systems (Slack, email)	General instruction: Via online communication systems (Slack) Assessments: Via email**

*Bootcamp Prep Online is designed to be completed remotely over a two-month period. If students have not submitted an assessment in over two weeks, a Bootcamp Prep Online instructor will reach out to the student. If the student does not complete the course within two months, they are no longer eligible for the tuition refund.

**Bootcamp Prep Online is committed to responding to every student's questions and providing feedback on their assessments within 1 business day.

Program Outcomes

The primary areas of concentration for App Academy's Bootcamp Prep include web development fundamentals, intro, intermediate, and advanced JavaScript, as well as interview prep and application assistance. It will culminate with you mastering the coding fundamentals required to get into the most selective coding bootcamps in the world.

App Academy's Bootcamp Prep and Bootcamp Prep Online programs offer a full refund if students are not accepted into at least one of six coding schools (App Academy, Hack Reactor, Lambda School, Flatiron School, Rithm School, and Fullstack Academy) within two months of their bootcamp graduation date. If students apply to all six bootcamps and receive rejections from all of them, they can receive a full refund.

Curriculum

Bootcamp Prep and Bootcamp Prep Online cover the same materials, divided into units optimized for consumption in person or online. The Bootcamp Prep curriculum is completed over four weeks; the Bootcamp Prep Online curriculum is self-paced, but designed to be consumed within two months.

Part	Week(s)	Description of Curriculum
1	Week 1	- Primitive Data Types - Functions - Looping - Conditionals - Objects and Arrays - Decomposition - Abstraction
2	Week 2	- Multi - Dimensional Arrays - Nested Loops

		- Array.prototype.slice() - Style - Scope - This
3	Week 3	- Data Modeling - Callbacks - Higher - Order Functions - Asynchronous Programming - Closures
4	Week 4	- Prototype Modification - Introduction to HTML - Test - Driven Development - Bootcamp Interview Prep

*Schedule subject to change

Bootcamp Prep Online Deluxe Offerings

In addition to the course curriculum, we also offer students the ability to upgrade their Bootcamp Prep Online experience in order to get more support and fprovide a full refund if they do not get into the eligible bootcamps.

Services	Standard	Plus	Premium
Eligible Bootcamp List*	- App Academy - Hack Reactor - Lambda School - Flatiron School - Rithm School - Fullstack Academy	- App Academy - Hack Reactor - Lambda School - Flatiron School - Rithm School - Fullstack Academy	- App Academy - Hack Reactor - Lambda School - Flatiron School - Rithm School - Fullstack Academy
Tutoring Hours	2	6	10
Interview Prep Hours	1	2	4
Chat Support	✔	✔	✔
Personal Assessment Feedback	✖	✔	✔
Priority Email Response	✖	✔	✔
Priority Application Review	✖	✔	✔

*Eligible Bootcamp List applies to a student's eligibility for a full refund if they do not get into one of the bootcamps listed.

Admissions Policies and Procedures

Overview

Admissions Procedures

To be admitted, students must be 18 years old and possess a high school diploma or equivalent degree.

App Academy does not admit "ability-to-benefit" students. Admissions procedures vary by program.

Enrollment Start Date Policy

Students can enroll up to one business day before the start date of the Software Engineering Program: Full-Time In-Person, Bootcamp Prep In-Person, and Software Engineering Track: Full-Time Online. Students can enroll in Bootcamp Prep Online at any time.

Students will sign an enrollment agreement when their application is accepted. Students cannot begin class until they sign the enrollment contract.

Class Schedules

Classes for App Academy's Software Engineering Program: Full-Time In-Person, Software Engineering Track: Full-Time Online, and Bootcamp Prep programs begin at regular intervals throughout the year. Bootcamp Prep Online is offered at any time.

App Academy reserves the right to change or cancel session dates up to one week before the program starts; if any change or cancellation affects the student's ability to attend the program (e.g. they are unable to find an alternate session to take), App Academy will offer a full refund.

Software Engineering Program: Full-Time In-Person Dates Monday- Friday, 9am - 6pm		
Cohort	**Start Date**	**End Date**
November 2020	11/16/2020	3/12/2021
January 2021	1/18/2021	5/7/2021
March 2021	3/15/2021	7/2/2021
May 2021	5/10/2021	8/27/2021

July 2021	7/6/2021	10/22/2021
August 2021	8/30/2021	12/17/2021
October 2021	10/25/2021	2/18/2022
December 2021	12/27/2021	4/15/2022

Bootcamp Prep In-Person Dates Monday - Friday, 6:30pm - 9:00pm		
Cohort	**Start Date**	**End Date**
December 2020	12/28/2020	1/25/2021
January 2021	1/25/2021	2/19/2021
February 2021	2/22/2021	3/19/2021
March 2021	3/22/2021	4/16/2021
April 2021	4/19/2021	5/14/2021
May 2021	5/17/2021	6/14/2021
June 2021	6/21/2021	7/19/2021
July 2021	7/26/2021	8/20/2021
August 2021	8/23/2021	9/20/2021
September 2021	9/27/2021	10/22/2021
October 2021	10/25/2021	11/19/2021
November 2021	11/22/2021	12/17/2021

Full-Time Software Engineering Track: Full-Time Online Dates Monday- Friday, 8am - 5pm PST		
Cohort	**Start Date**	**End Date**
January 2021	1/11/2021	6/25/2021
February 2021	2/8/2021	7/23/2021

March 2021	3/8/2021	8/20/2021
April 2021	4/5/2021	9/17/2021
May 2021	5/3/2021	10/15/2021
June 2021	6/1/2021	11/12/2021
June 2021	6/28/2021	12/10/2021
July 2021	7/26/2021	1/14/2022
August 2021	8/23/2021	2/11/2022
September 2021	9/20/2021	3/11/2022
October 2021	10/18/2021	4/8/2022
November 2021	11/15/2021	5/6/2022
December 2021	12/13/2021	6/3/2022

Holidays Observed

Holiday	Date
New Year's Day	1/1/2021
Martin Luther King Jr. Day	1/18/2021
Memorial Day	5/31/2021
Independence Day	7/5/2021
Labor Day	9/6/2021
Thanksgiving	11/25/2021 - 11/26/2021
Winter Break	12/20/2021 - 12/24/2021
New Year's Day	12/31/2021

Transfer of Credit

App Academy does not accept hours or credits from any other institution. App Academy does not award any credit for prior experiential learning, nor through challenge examinations or achievement tests.

App Academy also does not provide transfer credit and does not have agreements with other institutions regarding transfer credit.

International Students and Language Services

App Academy does not provide any visa services nor vouches for student status. Fluency in English is required; App Academy does not provide any language instruction. All instruction takes place in English. TOEFL and other language-proficiency related documentation is accepted.

English language proficiency for the purposes of attending App Academy is determined through the admissions process. During the admissions process, prospective students complete coding challenges, logic tests, technical interviews, and non-technical interviews that are designed to reflect the type of activities and communication required to succeed in the course. Applicants who are successful through the application process possess sufficient English language capacity to succeed at App Academy and as a software engineer.

For the Software Engineering Track: Full-Time Online program and the Software Engineering Program: Full-Time In-Person, all students qualify for the Upfront Tuition Plan. In order to be admitted under the Deferred Tuition Plan, a Student must both:

1) Reside in the US; AND
2) Either be a US citizen OR be eligible to work in the US without needing visa sponsorship for a duration that is longer than the job search eligibility period

Required Equipment

For the Software Engineering Program: Full-Time In-Person, students are required to use their own laptop or computer during the remote portion of the course. During the in-person portion of the program, App Academy provides all the equipment students might need to complete the course. If students wish to work on assignments at home, they will need access to a personal computer.

For the Bootcamp Prep In-Person program, students are required to bring their own laptop or computer. Their computer must be able to support the software used within the class, such as Atom and Node.js. If a student is unable to provide their own laptop or computer, App Academy may be able to provide a loaner laptop given enough advance notice and if there's available inventory.

For the Bootcamp Prep Online program, students are required to use their own laptop or computer, which is up-to-date and able to support the software used within the class, such as Atom and Node.js.

For the Software Engineering Track: Full-Time Online program, students need to have a modern computer and a broadband internet connection to participate in live video conferencing while simultaneously developing cutting edge software.

They will also need to be able to access a set of online tools and platforms, including but not restricted to the following: Zoom, Vimeo, Github, NPM, RubyGems, and access to tools on www.appacademy.io. If they are not able to reliably access these tools due to restrictions in their country of residence, they will be dismissed once they notify us of the lack of access, and we will follow our Refund Policy.

	Minimum	Recommended
OS	Windows 10 Pro or Windows 10 Home, 2040 or later, macOS 10.13	Windows 10 Pro or Windows 10 Home, 2040 or later, macOS 10.15
Processor	AMD A9 Dual-Core 3.1 GHz	1.4GHz quad-core Intel Core i5
Ram	6GB	8GB
Storage Drive	40GB available space (7200RPM)	40GB available space (SSD)
Monitor	1366 x 768 external display	Two 1920 x 1080 displays
Webcam	720p	720p
Speakers/Micr ophone	Headset with built-in microphone	Headset with built-in microphone
Internet Connection	10Mbps	50Mbps

Software Engineering Program: Full-Time In-Person

Students must possess a basic level of coding ability to complete App Academy's pre-acceptance application process.

At App Academy, basic coding ability means that you have basic fluency with a programing language and:

      1. understand the constructs and tools the language has to offer at an elementary level

      2. have the ability to solve basic to intermediate programming challenges during the admissions process

      3. have algorithmic thinking ability.

App Academy determines an applicant's coding ability through the coding challenges and the interviews in our admissions process. App Academy's application process consists of a few steps. We try to customize the process for every candidate, but broadly it looks as follows:

1. A prospective student submits an application.
2. The applicant receives a logical reasoning and reading exercise to complete.
3. Upon completion of the logical reasoning and reading exercise, App Academy emails the applicant a coding challenge (with resources to prepare).
4. The applicant begins the 60 minute timed coding challenge when they are ready. Depending on the applicant's performance, they may be asked to complete a second or third coding challenge.
5. If the coding challenge goes well, the applicant will complete technical and non-technical interviews.
6. Within two business days of completing the last interview, App Academy will share its admissions decision.

Software Engineering Track: Full-Time Online

Students must possess a basic level of coding ability to complete App Academy's pre-acceptance application process.

At App Academy, basic coding ability means that you have basic fluency with a programing language and:

      1. understand the constructs and tools the language has to offer at an elementary level

      2. have the ability to solve basic to intermediate programming challenges during the admissions process

      3. have algorithmic thinking ability.

App Academy determines an applicant's coding ability through the coding challenges and the interviews in our admissions process. App Academy's application process consists of a few steps. It broadly looks as follows:

1. A prospective student submits an application.
2. The candidate takes a 31-minute test that includes personality, logical reasoning, and typing assessments.
3. If the candidate passes, they are invited to schedule a non-technical interview.
4. The candidate completes a 25-minute non-technical video interview.
5. Upon successful completion of the non-technical interview, the candidate is provided an acceptance decision (i.e. a decision on whether a student has been accepted to App Academy). Also, the candidate will be assigned some technical learning challenges to complete for enrollment into a cohort. The technical learning challenges may take up to 50 hours to complete depending on the skill level of the candidate.
6. Once the candidate successfully completes the three technical learning challenges, the candidate will then be placed into a cohort of their choice upon communication with an admissions specialist.

Bootcamp Prep In-Person & Bootcamp Prep Online

Applicants to our Bootcamp Prep In-Person and Bootcamp Prep Online courses do not need a basic level of coding ability. Instead, we assess their ability to problem-solve effectively and learn new materials quickly.

1. A prospective student submits an application.
2. Within two days, App Academy emails the applicant a logical reasoning exercise (with resources to prepare).
3. The applicant returns the logical reasoning exercise for evaluation.
4. Within two days of receiving the completed exercise, App Academy sends out an admissions decision.

Academic Policies

Standards of Progress and Student Achievement

App Academy is committed to creating a quality learning environment where students are able to receive the resources they need to succeed and progress. Each of our programs is committed to providing regular assessments so students are aware of their own progress and our instructional staff can better support students in need of more help.

Software Engineering Program: Full-Time In-Person

App Academy measures student progress carefully through periodic assessments. Assessments are graded on a pass/fail basis.

During Part 1 of the program, there are two assessments that must be passed in order to proceed to the subsequent parts of the program. If a Student fails either of these assessments, the Student will be deferred to the next cohort so they can repeat Part 1 of the course a maximum of one time.

During Parts 2-11 of the program, there are a total of six assessments. To complete this portion of the course, a student must pass five assessments while being allotted one retake. Students who fail two assessments during Parts 2 - 11 of the course will be dismissed. Students are able to view their progress at any time via App Academy's internal Progress Tracker.

Students are also required to submit a minimum of three keystone projects using technologies learned during the program.

Students must also maintain consistent attendance. Attendance is taken three times daily.

App Academy does not have a cumulative final test or examination.

Software Engineering Track: Full-Time Online

App Academy measures student progress carefully through 19 assessments. Assessments are graded on a pass/fail basis. To complete the course, a student must fail no more than three assessments. Each student will be allowed three retakes. Upon an assessment fail, the student will repeat that portion of the course and retake the assessment. Students who fail three assessments will be dismissed. Students are able to view their progress at any time via App Academy's internal Progress Tracker.

Students are able to view their assessment scores immediately after they've been graded. There is no overlap in assessments, so students will always be aware if they have failed an assessment before they have to take another one.

Students are also required to submit a minimum of 4 keystone projects using technologies learnt during the program.

Students must also maintain consistent attendance. Attendance is taken three times daily.

App Academy does not have a cumulative final test or examination.

Bootcamp Prep In-Person
Students in Bootcamp Prep are given assessments twice a week, the results of which are updated in their Progress Tracker and/or shared via email.

If students are not meeting the class average, instructional staff asks the student to attend office hours (offered for 30 minutes before and after every class).

Students must also maintain consistent attendance. Attendance is taken daily; students who miss four attendance roll calls will be dismissed.

Bootcamp Prep does not have a cumulative final test or examination.

Bootcamp Prep Online
Bootcamp Prep Online follows the same curriculum as Bootcamp Prep. Students are asked to turn in an assessment at least once a week, which is then returned to them with feedback within two business days. Students can also use the online community to ask questions while they're consuming the online lectures, completing the practice problems, or need additional help.

If students have not submitted an assignment in over two weeks, the instructional staff reaches out to the students to help support them in making more timely progress.

Probation and Dismissal
With the exception of Part 1 of the Software Engineering Program: Full-Time In-Person, App Academy does not provide a probation period for any of its programs, but actively informs its students about the requirements necessary to stay in the program.

Code of Conduct Requirements
First and foremost, App Academy is an educational community. Any student who is disruptive to the community or prohibits anyone from learning may be asked to leave. Examples of disruptions include, but are not limited to: aggression or threats towards other students, instructors, or staff; illegal activities conducted or discussed on or around campus; the failure to observe classroom or campus conduct standards set forth by instructors or staff; or other behavior identified as disruptive to the learning environment of other students by instructors or staff. Students may also be dismissed for academic violations, per App Academy's dismissal policy.

Students are to treat all members of the staff and other students with respect and dignity. A student who is caught cheating; willfully destroys school property; attends school under the influence of illegal drugs and/or alcohol; or exhibits disruptive, insubordinate, boisterous, obscene, vulgar, or disrespectful behavior may be dismissed.

Dismissed students will not be readmitted to App Academy.

Software Engineering Program: Full-Time In-Person

Strikes and assessments are an integral part of the Software Engineering Program: Full-Time In-Person. Please review the following information on App Academy's policy of assigning strikes ("Strike Policy") carefully. The purpose of the strike system is to help hold the Student accountable for the responsibilities needed to successfully complete the program.

Assessments. During Part 1 of the Software Engineering Program: Full-Time In-Person, students' academic performance will be measured using assessments and daily interactions with instructors. Students that do not achieve a specified minimum passing score in each assessment administered during Part 1 will be subject to academic probation that could include being deferred to a later cohort.

Following Part 1, App Academy reserves the right to dismiss any student who fails two assessments or is disruptive to the learning environment by not following the Code of Conduct. Cheating on any assessment is grounds for immediate dismissal from App Academy.

Students are able to view their assessment scores immediately after they've been graded. These assessments are designed to gauge how well students have mastered the material and whether or not they are keeping up with the work. There is no overlap in assessments, so students will always be aware if they have failed an assessment before they have to take another one.

Each student will be allowed to fail one assessment and retake one assessment. The retake assessment will be a different version but similar material and difficulty. The retake will occur the same day after lunch. If a student passes a retake, they will continue on in the class. If they fail the retake, App Academy will ask them to leave. Once a student has retaken an assessment, they shall receive no more second chances and subsequent failures will result in the student being asked to leave the course.

In rare circumstances, if the educator believes the student's excessive failures are anomalous based on classroom performance, it is within their discretion to provide additional retakes.

Students can also be dismissed if they fail to fulfill the requirements of their job search agreement. Requirements include, but are not limited to: checking in regularly with their career coach and applying to the minimum number of jobs per week.

Coding Curriculum Strikes. In addition to assessments, instructors and TAs may assign "strikes" for behaviors in violation of the guidelines outlined above. Strike-worthy offenses include (but are not limited to) missing roll call, having your phone or laptop out during class time, and failure to turn in required assignments. Accruing 10 strikes during the coding curriculum is grounds for dismissal.

Job Search Curriculum Strikes. After the conclusion of the coding curriculum, Students will enter the job search curriculum. Coding curriculum strikes will be nullified at this time, and students will become accountable to the job search strike system until they either accept a certified job or the Eligible Period has passed.

Strike-worthy offenses during the job search curriculum include (but are not limited to) failure to respond to emails from your career coach, missing roll call, missing deadlines set by your career coach, and leaving the job search area without the approval of your coach. Starting Week 14 of the course through 21 months after the last day of the course, accruing 10 strikes is grounds for App Academy to charge you the overall tuition obligation up to $28,000.

Software Engineering Track: Full-Time Online
Strikes are an integral part of the Software Engineering Track: Full-Time Online. Please review the following information on App Academy's policy of assigning strikes ("Strike Policy") carefully. The purpose of the strike system is to help hold the Student accountable for the responsibilities needed to successfully complete the program.

Online Full-Time Track Strikes ("Web Development Strikes"). In addition to assessments, instructors and TAs may assign "strikes" for behaviors in violation of the Code of Conduct. Strike-worthy offenses include (but are not limited to) missing roll call, having your phone out during class time, and failure to turn in required assignments. Accruing 10 strikes or more strikes during Weeks 1-24 is grounds for dismissal. Within the course of study, students who fail a total of 3 competency units or assessments will be dismissed from App Academy.

Job Search Period Strikes ("Interview Preparation Strikes"). Upon starting the Job Search Period, a Student's strike count from the Software Engineering Track: Full-Time Online is reset to zero (0).

- Strike-worthy offenses include (but are not limited to) not applying to the minimum number of jobs suggested by the career coach missing a scheduled meeting with the career coach(with less than a 24 hour cancellation notice), failure to turn in required assignments, failure to perform other job search related activities suggested by the career coach.
- A Student on an Upfront Tuition Plan that accumulates strikes in excess of a number predetermined by App Academy ("Maximum Strike Number") will no longer be eligible for Job Placement Services from App Academy.
- For a Student on a Deferred Tuition Plan that accumulates strikes in excess of the Maximum Strike Number during the Job Search Period, App Academy reserves the right to charge the

Student the total payment obligation depending on Student's tuition plan, as specified by this Enrollment Agreement.

The following is a non-exhaustive list of Interview Preparation Strikes:

1) Job Application Logging

   For the duration of the Job Search Period, the Placements Team will outline for the Student a target number of application submissions per week, and the Student is required to keep a log of these job applications as well as the amount of time that is spent across different job search activities, such as studying, networking, attending events, etc. Student is also required to log any phone calls, video conference interviews, on-site interviews, and offers. This log must be kept accurate and up-to-date. If App Academy determines that a Student's log is not up-to-date, the Student may be assessed up to two strikes, per occurrence, depending on the severity of the violation.

2) Email Responsiveness

   The Student is required to respond promptly to App Academy staff. All emails and phone calls from App Academy staff must be returned by the end of the next business day. If App Academy determines that the Student has not replied by the end of the next business day, Student may be assessed up to two strikes, per occurrence.

3) Meetings

   The Student is required to meet with App Academy staff if requested. If a meeting is scheduled with App Academy staff, failure to attend without 24-hour advance notice may result in up to two strikes.

4) Additional Requirements and Assigned Work

   App Academy staff may assign the Student tasks related to their job search and set deadlines for this work to be completed. For example, App Academy staff may ask the Student to write and submit a resume by a specified date. As another example, App Academy staff may require the Student to apply to a specified number of job opportunities over a prescribed period of time. If the assigned work is not completed to the satisfaction of App Academy staff by the specified date, App Academy may assess the Student up to two strikes.

5) Requests for Non-Financial Documentation

   App Academy may request any documentation from the Student that it considers necessary in order to verify their compliance with the requirements of the Tuition Forgiveness Agreement, if any. App Academy's requests for documents will specify a due date. If App Academy determines that the Student has not submitted the requested documents by the specified

date, App Academy will assess the Student up to two strikes.

Bootcamp Prep In-Person

App Academy reserves the right to dismiss any student who is disruptive to the learning environment by not following the Code of Conduct. While students cannot be dismissed from Bootcamp Prep due to underperformance, they *can* be dismissed for poor attendance and/or a lack of commitment to making academic progress, shown by actions such as not attending office hours or responding to feedback about their underperformance.

Bootcamp Prep Online

App Academy reserves the right to dismiss any student who is disruptive to the learning environment by not following the Code of Conduct. Bootcamp Prep Online students share an online community where they are able to ask for help, and they can be dismissed if they abuse this community.

Additionally, students are given two months to complete the Bootcamp Prep Online curriculum. If they haven't submitted an assignment in over two weeks, the instructional team will message them. If the student does not complete the course within two months, they will no longer be eligible for a potential refund.

Leave of Absence Policy

Leaves of absence may be granted on a case by case basis under exigent circumstances. Due to the short duration and intensive nature of our courses, a leave of absence is not recommended. Typically leaves of absence are only granted for health and family related emergencies.

A request for a leave of absence should be sent via email to admissions@appacademy.io

Attendance Policy

Students must maintain consistent attendance, regardless of what program they are enrolled in. Missing any portion of any day (whether through lateness, early departure, or total absence) will result in a strike. We are unable to make any distinction between tardiness and absence.

Program	Attendance Policy
Software Engineering Program: Full-Time In-Person	Attendance is taken three times a day. A student will receive a strike if they are not present at the start of attendance. Students can also receive a strike for leaving class early. *Students who receive 10 strikes during either the coding curriculum or job search curriculum will be dismissed.*
Software Engineering Track: Full-Time Online	Attendance is taken three times a day. A student will receive a strike if they are not present at the start of attendance. Students can also

	receive a strike for leaving class early. *Students who receive 10 strikes during the course or Job Search Period will be dismissed.*
Bootcamp Prep In-Person	Attendance is taken once a day; if a student is not present at the start of attendance, they receive a strike. Students can also receive a strike for leaving class early. *Students who receive 4 strikes will be dismissed.*
Bootcamp Prep Online	Students are required to finish the Bootcamp Prep Online curriculum within two months. If they do not finish the curriculum within two months (indicating that they are not regularly logging in to complete the materials in the appropriate time), they can be dismissed.

In order to finish the program on time, App Academy recommends that students complete one assessment a week. If it's been more than two weeks since receiving an assessment, a Bootcamp Prep Instructor will contact the student to help the student get back on track. |

Student Services

Housing

App Academy does not assume responsibility for finding or assisting in student housing; App Academy neither offers any dormitory housing nor student housing assistance. App Academy is located within a 15 minute walk from Bart, and a 15 minute bike ride from CalTrain, in addition to being in close proximity to many bus routes. Students typically find housing near App Academy and are encouraged to have a commute time of no longer than 30 minutes. Services such as craigslist.com and rentals.com provide options for rental units in San Francisco, CA and rental payments range from $1,500 - $3,500 per month.

Employment Assistance

App Academy's Placements Team is focused on helping graduates find employment as a software developer after completing one of the full-time Software Engineering programs. We do many things to help students find a developer job, including:

- Helping students author their personal portfolio, Github, LinkedIn, and resume.
- Lectures in Algorithms and Data Structures intended to assist graduates when doing technical interviews.
- Guiding students through our whiteboard problem curriculum consisting of problems similar to those students receive in interviews.
- Lectures on interviewing.
- Lectures on negotiation.
- Providing weekly coaching support, including group meetings, interview preparation sessions, individual check-ins, group pairboarding, team debugging, and mock interviews.

App Academy cannot and does not guarantee employment or salary.

Student Records

Student transcripts maintained electronically and permanently. All other pertinent student records and program information are maintained for a period of 5 years from the student's completion/withdrawal date. App Academy takes reasonable precautions to protect the privacy of personal student information.

Deposit Assistance Program

The Deposit Assistance Program allows App Academy's Software Engineering Program: Full-Time In-Person to be more accessible to people from communities historically underrepresented in tech. Under the Deferred payment plan, we award deposit assistance for up to 5 students per cohort and

825 Battery St 3rd Floor, San Francisco, CA 94111

recipients will be awarded and notified one week prior to the start date of the cohort if accepted. Students who are awarded the deposit assistance will be asked to submit a reduced deposit of $2,000 before the start of the program with a deferred payment of $26,000.

Access Scholarship

The Access Scholarship allows App Academy to further its mission of building a more diverse and inclusive tech community. The scholarship, funded by a donation from Facebook, provides recipients with $5,000 eligible towards their tuition to App Academy's Full-Time Software Engineering courses. To be eligible to receive the Access Scholarship, candidates must be at least 18 years of age, self-identify as female, or self-identify as an underrepresented minority in technology (Black, Latino/Hispanic, or Native American/Native Alaskan).

Student Rights and Grievance Procedure

Student Rights

Students have the right to equal opportunity education and non-discrimination based on sex, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, as well as any other categories protected by law of the state of California and the United States.

Students have the right to cancel or withdraw from their course, per App Academy's withdrawal and refund policy.

Students have the right to file a grievance, per App Academy's Grievance Procedure.

Internal Grievance Procedure

When students have concerns, App Academy encourages that the student discuss their concerns directly with the relevant faculty member who will attempt to resolve the situation. Should a resolution not occur, the student should provide a written description of the concern to the Lead Instructor who will investigate the student's complaint. The Lead Instructor will provide a prompt written response; App Academy attempts to resolve all complaints within 30 days. The Lead Instructor's decision is final.

External Grievance Procedure

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bppe.ca.gov.

App Academy Code of Conduct

The App Academy community is based on two foundational principles: integrity in your work and respect for others in the community. As an App Academy student, you are expected to abide by these principles at all times. Repeated failure to integrate these principles into your words and actions will result in your dismissal from App Academy.

Principle #1: Integrity in Your Work

App Academy is a rigorous, difficult program. The only way to succeed at App Academy is to give the daily assignments, readings, and lectures your full attention and focus. Additionally, the amount of effort you put into your work affects your fellow students' ability to learn and excel. For these reasons, we require that you abide by the following guidelines while at App Academy.

Academic Integrity Guidelines

Be on time.

Complete your work. To the very best of your ability, you must complete all assigned readings, coding challenges and projects, and video lectures in a timely manner. Failing to do the readings or view the lectures for the following day pulls not only you, but your coding partner for the day down. Additionally, App Academy's curriculum is cumulative -- if you fall behind, you will continue to find yourself more and more behind as the program progresses. Stay on top of the work.

Submit your own work. Your projects are an essential part of your learning, and will be an important part of your portfolio when searching for a full-time position if applicable. Plagiarism on projects is not tolerated.

Prioritize understanding over brute force completion. This guideline may seem counterintuitive to the previous guideline, but what matters most in this program is firm understanding of the concepts at hand. If you must make a choice between completion without understanding, and understanding without completion, always choose the latter. What is not acceptable is to walk away from your work without making every effort to thoroughly understand and complete the tasks at hand.

Ask for help when you need it. You will be challenged at App Academy. You will, at some point, be confused and lost. This is normal and natural. We want you to make every effort to understand on your own, but if you find yourself stuck, we also expect you to ask for help from TAs, instructors, and your fellow students, so that you do not fall behind.

Focus full-time on App Academy. App Academy is entirely immersive, and to ensure your success in this course, you must be solely focused on App Academy for the duration of the program. Although it may be difficult financially, we expect that you will not hold any full or part-time work during App Academy, even if it does not directly conflict with instructional hours.[1] Additionally, we expect that you will minimize other non-work conflicts to the best of your ability.

App Academy Intellectual Property
Although not related directly to classroom behavior, our final note on integrity is that App Academy is granting you access to our curriculum and other proprietary materials for the sole purpose of your personal training and education. Any unauthorized uses of the curriculum are in violation of the integrity you've agreed to uphold while at App Academy, and furthermore is liable for prosecution under the fullest extent of California and Federal law.

Principle #2: Respect for Others
App Academy strives to provide an environment that is safe and supportive for all students. As a part of the App Academy community, we expect that you will help to create such an environment for your

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[1] Students may be allowed to take on short term contracts during the job search period by their career mentors. All such contracts must be approved in writing by the career mentors. In such instances, students will be required to sign a document extending their job search period by the duration of the short term contract.

peers. Creating such a space is simultaneously simple and complex; the core principle of respect for every other person in this space is what should guide your behavior. At times, it may not be clear to you how to best act out that respect. We ask that all students mold their behavior and words to the following guidelines.

Guidelines for Respectful Behavior

Treat your coding partners with professionalism. You will spend the vast majority of your time at App Academy pair programming, usually with a new partner each day. You may not like each person you work with, however, you are expected to treat each other with the same professionalism you would treat a colleague in the workplace.

If you encounter conflict, we expect you to address it in a mature, respectful way, just as you would on the job. If you find yourself unable to come to a resolution, App Academy TAs and instructors can act as mediators -- however, we encourage you to view difficult partner experiences as practice for the professional world, and make every effort to come to a consensus before getting staff involved.

Take feedback with grace. In the intense App Academy environment, all of our flaws and bad habits tend to surface. If a fellow student or a staff member points out an area in which you can improve either technically or interpersonally, we expect that you will listen with open ears and incorporate this feedback into your work and behavior as best as possible. Defensiveness is not productive and has no place at App Academy. We encourage you to view these moments as challenges to be faced head-on; constructive feedback is a gift to you and gives you a chance to reflect and improve.

Give feedback with empathy. Receiving critical feedback can be challenging, and we expect you to recognize that when offering it. Before approaching a fellow student with advice for improvement, reflect thoughtfully and find phrasing that tells your peer three things: concrete example(s) of their problematic behavior, the way(s) in which this behavior impacted you as a partner or peer, and concrete actions they can take in the future to improve upon this behavior. If you are struggling to find the right words, App Academy staff are available as sounding boards.

Exercise self-awareness in your interactions with others. It is very easy to become self-involved and tunnel-visioned in the midst of the intense stress and workload of App Academy. We expect, however, that you will take on the additional challenge of maintaining a high level of empathy and self-awareness towards your fellow students. Ask yourself frequently how your words and actions are affecting the people around you. Reflect on your own biases (which we all hold); are you treating people differently based on a characteristic such as gender, physical appearance, race, or something else? If you find this to be the case, step back and think about how you can do better.

Treat the App Academy workspace as you would a professional working environment. We expect that you will treat the App Academy office, including the student workspace, the lounge area, the

lecture area, and all other spaces, just as you would your desk or office at your job. Clean up after yourself, don't make excessive noise, and don't cause damage to any property.

Treat every member of the App Academy community with a high level of respect, as you would want to be treated. All members of our community -- staff, students, and alumni -- are expected to treat all others in the community respectfully, regardless of their backgrounds, performance in the course, interpersonal conflicts that may have arisen in the past, or any personal characteristics such as gender, race, sexual orientation, trans status, religion, national origin, body size or shape, or disability status. For more details on this, see the guidelines on Unacceptable Behaviors below.

Unacceptable Behaviors
App Academy is dedicated to creating a space that is supportive for all members of our community, regardless of their gender, race, religion, national origin, body size or shape, trans status, sexual orientation, disability status, or any other personal characteristic that may marginalize them in some way. A key piece of creating this space is to actively address any harassment that arises. Harassment can take many forms, including:

Physical and sexual harassment. Physical harassment includes violence towards another person such as shoving, punching, or aggressively invading another's personal space. Sexual harassment includes non-consensual sexual comments, touching, sexual advances, and stalking behavior (regardless of the genders of the harasser and the harassee). Additionally, overtly sexual images, jokes, or discussions constitute sexual harassment, even if the behavior is not directed toward a particular individual. Physical and sexual harassment has no place at App Academy and is grounds for immediate dismissal from the program.

Overt verbal harassment. This includes insulting a fellow student, aggressively cursing at another person (i.e., not just including a curse word in your speech, but attacking another with these words), and using your words to demean another person. Using racial epithets, slurs directed at a marginalized group (such as "faggot" or "retard"), or other language meant to demean another person based on their status in a marginalized group is also considered overt verbal harassment. Depending on the severity of the offense, verbal harassment may either be grounds for dismissal or, in less serious cases, may require intervention as outlined in the Resolution Process below.

Inadvertently exclusionary language/behavior ("microaggressions"). This behavior is harder to pinpoint, but can be just as damaging as overt harassment, particularly if it occurs many times over. Exclusionary language and behavior, sometimes referred to as microaggressions, result when one person has an internalized bias against a marginalized group such as women, people of color, queer people, etc., and interacts with a member of that group in a subtly derogatory way. Some examples of microaggressions include:

- Being less willing to consider the ideas of your female coding partners because you view them (perhaps unconsciously) as less skilled;

- Using the wrong name or pronoun for a transgender person;
- Making assumptions about a person's ability or interests based on their race (e.g. "You're Asian, so you must be smart.");
- By their nature, microaggressions are subtle and sometimes even well-meaning. However, to create a community that is truly inclusive of everyone, it is important for all App Academy staff, students, and alumni to confront the biases that lead to these microaggressions.

Reports of exclusionary behavior such as those outlined above will be addressed promptly using the Resolution Process, outlined below.

The Resolution Process
App Academy takes a restorative approach to resolving any issues of inappropriate, exclusionary, or harassing behavior, meaning that we seek to fully resolve any incidents to the satisfaction of any and all parties harmed by the behavior, and pending this resolution, we seek to reintegrate all persons into our community whenever possible. That being said, the safety of our community comes first, and we will dismiss any person who is deemed to be an ongoing threat to the safety of the App Academy community.

The process for reporting Code of Conduct violations at App Academy is as follows:

Reporting Violations to the Code of Conduct. Students who wish to report behavior that is inappropriate, harassing, or in any way in violation of the guidelines outlined above may do so anonymously or non-anonymously through our Reporting Violations to the Code of Conduct form. Your report is fully anonymous unless you choose to include your name in the report -- no staff member at App Academy will be able to tell who submitted the report.

Addressing Anonymous Reports. If a report is submitted anonymously, App Academy staff will speak with the accused harasser as soon as possible. Staff will gather as much information as possible, and decide on consequences that will resolve the inappropriate behavior in a productive way. These consequences may include required readings on the subject of the harassment, such as implicit bias, sexism, racism, etc., daily check-ins with staff about what the student in question is doing to do better with future coding partners, etc. In severe cases, the student may be dismissed from App Academy.

Addressing Non-Anonymous Reports. If you include your name in your report, App Academy staff will follow up with you to decide the next steps. We believe that as the affected party, you have the right to have a say in how such incidents are resolved. You will be invited (but not required) to sit down with the student whose behavior you've reported for a mediation and/or to suggest consequences that will productively resolve the incident. Thereafter, App Academy staff will speak with the student in question to discuss these consequences and/or mediate a discussion between the two of you.

Expulsion from App Academy. Whenever possible, App Academy seeks to reintegrate students who are found in violation of the Code of Conduct into the community. However, we will not do so if it puts

other students at risk or if the student in question is unwilling to follow through with assigned consequences that resulted from the incident. In cases where reintegration is not possible, students who are found to be in violation of this policy will be (and have been in the past) dismissed from App Academy. Should you be dismissed because of unacceptable behavior, you will face the following consequences:

- *Software Engineering Program: Full-Time In-Person*. You will either be invoiced or refunded based on our Refund Policy.
- *Software Engineering Track: Full-Time Online.* You will either be invoiced or refunded based on our Refund Policy.
- *Bootcamp Prep In-Person & Bootcamp Prep Online.* You will be refunded per our Refund Policy.

Cancellation, Withdrawal, and Refund Policies

Cancellation

For the Software Engineering Program: Full-Time In-Person, Software Engineering Track: Full-Time Online, and Bootcamp Prep In-Person, you have the right to cancel the Enrollment Agreement, without any penalty or obligation, and obtain a refund of charges paid through attendance at the first class session or seven days after enrollment, whichever comes later (the "cancellation deadline").

For Bootcamp Prep Online, you have the right to cancel the Enrollment Agreement and obtain a refund of charges paid through the seventh day after enrollment.

A student's cancellation is effective when he/she provides written notice of their cancellation. This should be submitted in writing to the Admissions Department at admissions@appacademy.io or by mail to 825 Battery St 3rd Floor, San Francisco, CA 94111.

Upon proper and timely cancellation, App Academy shall refund the Student any tuition payments made, within 45 calendar days after the receipt of the notice of cancellation.

Withdrawal

A Student has the right to withdraw from the school at any time after the Cancellation Period (described above). Refunds for withdrawals are determined in accordance with the Refund Policy (described below). For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a course of instruction when any of the following occurs:

- The student notifies the institution in writing of the student's withdrawal or as of the date of the student's withdrawal, whichever is later. The notification is effective on the date the notice is sent. The failure of a student to immediately notify the school in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to state laws.
- 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 official termination date of enrollment shall be the student's last day in class. Students who withdraw due to an emergency, such as personal or family illness or national service, may be re-enrolled into another App Academy course following approval by the Instructional Manager.

Withdrawals should be submitted in writing to the Admissions Department at
admissions@appacademy.io or by mail to 825 Battery St 3rd Floor, San Francisco, CA 94111.

Refund Policy

During the Cancellation Period:
Enrolled students who withdraw voluntarily before the first day of instruction or seven days after
enrollment (whichever is later) will receive a refund of their tuition paid.

Software Engineering Program: Full-Time In-Person
After the Cancellation Period (Including Cases of Dismissal and Cases of Disciplinary Dismissal):
If the Student withdraws or is dismissed from the program for any reason after the Cancellation Period
and completes days equaling less than 60% of the course, the Student will either be invoiced a
prorated amount of tuition ($350/business day) based on the total number of days the student has
completed or will receive a refund if the invoice amount is less than the total fees collected to date. If a
student withdraws or is dismissed after days equaling 60% or more of the course, they can be held
liable for the full tuition amount ($28,000). For purposes of the Refund Policy, "days completed" shall
mean days of the Software Engineering Program: Full-Time In-Person when a student was in the
program as of the start date, but shall exclude days a student was in the program if the student
subsequently repeated those same days as a result of any App Academy initiated deferral.

Software Engineering Track: Full-Time Online
After the Cancellation Period (Including Cases of Dismissal and Cases of Disciplinary Dismissal):
If the Student withdraws or is dismissed from the program for any reason after the Cancellation Period
and completes days equaling less than 60% of the course, the Student will either be invoiced a
prorated amount of tuition ($258/business day) based on the total number of days the student has
completed or will receive a refund if the invoice amount is less than the total fees collected to date. If a
student withdraws or is dismissed after completing days equaling 60% or more of the course, they can
be held liable for the full tuition amount ($31,000). For purposes of the Refund Policy, "days
completed" shall mean days of the Software Engineering Track: Full-Time Online when a student was
in the program as of the start date, but shall exclude days a student was in the program if the student
subsequently repeated those same days as a result of any App Academy initiated deferral.

Bootcamp Prep In-Person
After the Cancellation Period (Including Cases of Dismissal and Cases of Disciplinary Dismissal):
If the Student Withdraws or is Dismissed from the program for any reason after the Cancellation Period
and completes days equaling less than 60% of the course, the Student will receive a pro-rata refund
based on the number of days they were enrolled in the course. If a student withdraws or is dismissed
after completing days equaling 60% or more of the course, they can be held liable for the full tuition
amount ($2,999).

Bootcamp Prep Online

After the Cancellation Period:
If the Student withdraws or is dismissed after the Cancellation period, they are not eligible for a refund.

Dismissal

App Academy reserves the right to terminate a student's enrollment or dismiss the student from the course for failure to follow the terms of their enrollment agreement, including but not limited to Code of Conduct violations or attendance issues. See withdrawal and refund policies for refund details.

Refund Disclosure

The failure of a student to immediately notify the Admissions Department in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to Section 5002(3) of the Education Law.

Tuition and Fees

Bootcamp Prep In-Person

Tuition & Fees	Cost
Tuition	$2,999
Student Tuition Recovery Fund (STRF)	$0*
Total Cost:	$2,999**

STRF: $0.00 for every $1,000 of tuition rounded to the nearest $1,000. This is a non-refundable fee.
**Full tuition is due 7 (seven) days from the date of acceptance into Bootcamp Prep (the date listed in the Student's acceptance email)*

Students in both Bootcamp Prep In-Person and Bootcamp Prep Online are eligible to receive a full refund if they are not accepted into one of the bootcamps below:
- App Academy
- Hack Reactor
- Lambda School
- Flatiron School
- Rithm School
- Fullstack Academy

If students follow the requirements of their Enrollment Agreement and do not get into one of the six listed bootcamps, they will be refunded their tuition. Refunds will not be issued until documentation of all denials are received.

Bootcamp Prep Online

In addition to the curriculum of Bootcamp Prep Online, App Academy also offers two deluxe tiers of additional services to help students get exactly what they want out of the program.

Services	Standard	Plus	Premium
Tuition*	$995	$1795	$3795
STRF**	$0	$0	$0
Total Cost	$995	$1795	$3795
Eligible Bootcamp	● App Academy	● App Academy	● App Academy

825 Battery St 3rd Floor, San Francisco, CA 94111

List***	- Hack Reactor - Lambda School - Flatiron School - Rithm School - Fullstack Academy	- Hack Reactor - Lambda School - Flatiron School - Rithm School - Fullstack Academy	- Hack Reactor - Lambda School - Flatiron School - Rithm School - Fullstack Academy
Tutoring Hours	2	6	10
Interview Prep Hours	1	2	4
Chat Support	✔	✔	✔
Personal Assessment Feedback	✖	✔	✔
Priority Email Response	✖	✔	✔
Priority Application Review	✖	✔	✔

Full tuition is due 7 (seven) days from the date of acceptance into Bootcamp Prep Online (the date listed in the Student's acceptance email).

**STRF: $0.00 for every $1,000 of tuition rounded to the nearest $1,000. This is a non-refundable fee.*

***Eligible Bootcamp List applies to a student's eligibility for a full refund if they do not get into one of the bootcamps listed.*

If students follow the requirements of their Enrollment Agreement and do not get into one of the listed bootcamps for their selected offering, they will be refunded their tuition.

Software Engineering Program: Full-Time In-Person

App Academy prides itself on providing a quality education that can help our students get hired. As part of that commitment, we allow students the option to defer their total charges for a period of attendance (i.e., tuition) until after graduation and a triggering event.

App Academy's tuition is based on the success of the Student's job search. Our model ensures that all App Academy staff are dedicated to developing skilled engineers who can find a job after graduation.

Table 1: Description of Payment Options

Payment Options	Description	Initial Payment(s)	Deposit	Remaining Payment(s)	Overall Tuition Obligation	Key Information

Standard Deferred Plan	Student pays deposit but makes no other payments until accepting a job.	N/A	Upon signing the acceptance contract: initial **$1,250** deposit	Students are responsible for paying the remaining tuition (**$25,000**) after they secure a job according to a flexible payment schedule based on their first year salary.	**$28,000**	Student is eligible to have the balance of their tuition obligation (**$25,000**) waived and their Deposit (**$3,000**) refunded, based on the outcome of their job search.
			1 week before the program start date: additional **$1,750** deposit			
Alternate #1 Hybrid Plan	Student pays initial payments but makes no other payments until accepting a job.	Upon signing the acceptance contract: initial **$3,000** payment	N/A	Students are responsible for paying the remaining tuition (**$14,000**) after they secure a job according to a flexible payment schedule based on their first year salary.	**$23,000**	Once Student has completed the in-person training curricula, the Initial Payments (**$9,000**) are no longer eligible for refund. However, Student is still eligible to have the balance of their tuition obligation (**$14,000**) waived based on the outcome of their job search.
		1 week before the program start date: additional **$6,000** payment				
Alternate #2 Upfront Plan	Student pays initial payment and makes a full tuition payment before the program start date.	Upon signing the acceptance contract: **$5,000**	N/A	N/A	**$17,000**	Once Student has completed the in-person training curricula, the total upfront payments (**$17,000**) are no longer eligible for refund.
		1 week before the program start date: additional **$12,000** payment				

Table 2: Full cost of course by Payment Option

Payment Options	Student Tuition Recovery Fund (STRF)*	Tuition**	Upfront Payment Discounts	Full cost of course
Standard Deferred Payment Plan	$0	$28,000	$0	$28,000
Alternate #1 Hybrid Payment Plan			$5,000	$23,000

Alternate #2 Upfront Payment Plan			$11,000	$17,000

* Non-refundable

**As assessed for the purposes of calculating the STRF contribution requirement; current STRF is $0.00 for every $1,000 of tuition.

Table 3: Tuition Resolution Event Chart

Under the Standard Plan and Alternative Payment Plan #1, the Student's tuition obligation and payment schedule is determined after the Student experiences one of the following Resolution Events:

Tuition Resolution Event	Tuition Forgiven		Final Tuition Obligation	
	Standard Plan	Alternative Payment Plan #1	Standard Plan	Alternative Payment Plan #1
Student accepts a certified job	$0	$0	$28,000	$23,000
Student withdraws from the course	See Refund Policy			
Student is dismissed from the course	See Refund Policy			
Student fails to job search in good faith for the entirety of their Eligible Period	$0	$0	$28,000	$23,000
Student job searches in good faith for the entirety of their Eligible Period and has received but not accepted at least one certifiable job offer	$25,000	$14,000	$3,000	$9,000
Student job searches in good faith for the entirety of their Eligible Period but has not received at least one certifiable job offer	$28,000	$14,000	$0 (Student receives full refund)	$9,000

The Student's deposit and/or initial payments shall be applied toward the final tuition obligation (if any) the Student has to App Academy.

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Payment Under Standard & Hybrid Plan

Once the Student's tuition is determined, the student must pay their tuition obligation. The Student's payments shall begin no later than 14 days after the Student's tuition has been determined.

A student's payment schedule depends on their plan and the nature of their Tuition Resolution Event:

Standard Plan ("Deferred")

If the Student accepts a certified job within the Eligible Period and total first-year base salary is less than $75,000:
1. **$5,500** due within 14 days of tuition resolution (Student's deposit is applied to this obligation), and
2. **$1,875** due the first day of every following month until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is greater than or equal to $75,000 but less than $100,000:
1. **$5,500** due within 14 days of tuition resolution (Student's deposit is applied to this obligation), and
2. **$2,250** due the first day of every following month until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is greater than or equal to $100,000:
1. **$5,500** due within 14 days of tuition resolution (Student's deposit is applied to this obligation), and
2. **$2,812.50** due the first day of every following month until the tuition obligation is fulfilled

If the Student fails to search in good faith for the entirety of the Eligible Period:
1. **$28,000** due immediately (Student's deposit is applied toward this obligation)

Alternate Plan #1 ("Hybrid")

If the Student accepts a certified job within the Eligible Period:
1. **$2,000** due within 14 days of tuition resolution, and
2. **$2,000** due the first day of every following month until the tuition obligation is fulfilled

If the Student fails to search in good faith for the entirety of the Eligible Period:
1. **$23,000** due immediately (Student's initial payments are applied toward this obligation)

App Academy may extend payment terms to accommodate Student hardships. In no event shall an invoice due date be extended more than 365 days past the original due date.

Full Refund Stipulations

App Academy will provide a full refund of the Student's deposit **IF** the Student does not successfully receive at least one (1) offer for employment in the software development field or at a technology company within their Eligible Period **AND (2)** the Student completed the course, complied with the terms and conditions as stipulated in the Enrollment Agreement, Course Rules, Job Search Agreement, Job Search Acknowledgement, and General Terms & Conditions, **AND (3)**, did not receive a stake of at least 1% of the equity (whether their shares are vested or unvested) or options to purchase equity (vested or unvested) in a corporation.

Software Engineering Track: Full-Time Online

App Academy prides itself on providing a quality education that can help our students get hired. As part of that commitment, we allow students the option to defer their tuition until after graduation and a triggering event.

App Academy's tuition is based on the success of the Student's job search. Our model ensures that all App Academy staff are dedicated to developing skilled engineers who can find a job after graduation.

Table 1: Description of Payment Options

Payment Options	Description	Initial Payment(s)	Remaining Payment(s)	Overall Tuition Obligation	Key Information
Standard Deferred Plan	Student makes no payments until accepting a job.	$0	Student is responsible for paying the remaining tuition (**$31,000**) after they secure a job according to a flexible payment schedule.	**$31,000**	Student is eligible to have the balance of their tuition obligation (**$31,000**) waived based on the outcome of their job search.
Alternate #1 Upfront Plan	Student pays initial payment and makes a full tuition payment before the program start date.	Upon signing the acceptance contract: **$5,000** 1 week before the program start date: additional **$15,000** payment	N/A	**$20,000**	Once Student has completed the in-person training curricula, the total upfront payments (**$20,000**) are no longer eligible for refund.

Table 2: Full Cost of Course by Payment Option

Payment Options	Student Tuition Recovery Fund (STRF)*	Tuition**	Upfront Payment Discounts	Full cost of course
Standard Deferred Payment Plan	$0	$31,000	$0	$31,000
Alternate #1 Upfront Payment Plan			$11,000	$20,000

* Non-refundable
**As assessed for the purposes of calculating the STRF contribution requirement; current STRF is $0.00 for every $1,000 of tuition.

Table 3: Tuition Resolution Event Chart

Under the Standard Plan, the Student's tuition obligation and payment schedule is determined after the Student experiences one of the following Resolution Events:

Tuition Resolution Event	Tuition Forgiven	Final Tuition Obligation
	Standard Plan	
Student accepts a certified job	$0	$31,000
Student withdraws from the course	See Refund Policy	
Student is dismissed from the course	See Refund Policy	
Student fails to job search in good faith for the entirety of their Eligible Period	$0	$31,000
Student job searches in good faith for the entirety of their Eligible Period and has received but not accepted at least one certifiable job offer	$31,000	$0
Student job searches in good	$31,000	$0

faith for the entirety of their Eligible Period but has not received at least one certifiable job offer		(Student receives full refund)

The Student's deposit and/or initial payments shall be applied toward the final tuition obligation (if any) the Student has to App Academy.

Payment Under Standard Plan

Once the Student's tuition is determined, the student must pay their tuition obligation. The Student's payments shall begin no later than 14 days after the Student's tuition has been determined.

A student's payment schedule depends on their plan and the nature of their Tuition Resolution Event:

Standard Plan ("Deferred")

If the Student accepts a certified job within the Eligible Period
1. **$861.11** due 14 days after job start date and subsequent invoices due the first day of every following month for a total of 36 months until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is more than $75,000 but less than $100,000:
1. **$1,291.67** due 14 days after job start date and subsequent invoices due the first day of every following month for a total of 24 months until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is more than $100,000
1. **$1,722.22** due 14 days after job start date and subsequent invoices due the first day of every following month for a total of 18 months until the tuition obligation is fulfilled

If the Student fails to search in good faith for the entirety of the Eligible Period:
1. **$31,000** due immediately (Student's deposit is applied toward this obligation)

App Academy may extend payment terms to accommodate Student hardships. In no event shall an invoice due date be extended more than 365 days past the original due date.

Full Refund Stipulations

App Academy will provide a full refund of the Student's deposit **IF** the Student does not successfully receive at least one (1) certified offer for employment within their Eligible Period **AND (2)** the Student completed the course, complied with the terms and conditions as stipulated in the Enrollment

Agreement, Course Rules, Job Search Agreement, Job Search Acknowledgement, and General Terms & Conditions, **AND (3)**, did not receive a stake of at least 1% of the equity (whether their shares are vested or unvested) or options to purchase equity (vested or unvested) in a corporation during their Eligible Period.

Faculty

App Academy employs full-time instructional faculty. App Academy's courses are overseen by lead instructors, who have industry experience in software development. We also employ teaching assistants, who typically have software development experience, and are usually former students who excelled in all areas of the curriculum.

Further Information

Accreditation and Financial Aid

App Academy is not accredited by an accrediting agency recognized by the United States Department of Education. Students are not eligible for federal or state financial aid programs.

App Academy does not participate in any federal or state financial aid programs. If a student obtains a loan to pay for App Academy, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If a student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from federal financial aid funds.

Licensure

None of the programs at App Academy are designed to lead to positions in a field which requires licensure in this state.

Transfer of Credit

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION. The transferability of credits you earn at App Academy is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Certificate of Completion you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the credits that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of 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 App Academy to determine if your credits will transfer.

Acceptance of Transfer Credit: App Academy does not accept transfer credits from any other institution. App Academy has not entered into a transfer or articulation agreement with any other college or university.

Bankruptcy

App Academy is not operating as a debtor in possession, nor does it have pending petitions, filed a petition, has a petition filed against it in a bankruptcy related matter within the last 5 years which has resulted in reorganization under Chapter 11 of the US Bankruptcy Code.

School Closure

If campus leadership determines a school closure or a delayed start for an instructional day is necessary for safety reasons, public transportation closure, election day or other similar events, students will be informed via Slack, email, and/or the learning management platform as soon as possible. Campus

leadership may also, in its discretion, transition the campus to remote instruction for these reasons. Any closure shall not impact credit hours required to complete the program and any impact on instruction will be addressed by the school through the provision of makeup or supplemental instruction as soon as possible.

Student Tuition Recovery Fund

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if 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. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau
2. You were enrolled at an institution or a location of the institution within 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.

6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for the STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filled a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

App Academy

Catalog

CALIFORNIA

January 1 - December 31, 2021
Revision Date: August 27, 2021

Table of Contents

Introduction

Approval to Operate and Information

App Academy is a private institution. App Academy is approved to operate by the California Bureau of Private Postsecondary Education. Approved to operate means compliance with state standards as set forth in the California Private Postsecondary Act of 2009 (California Education Code, Title 3, Division 10, Part 59, Chapter 8) and Division 7.5 of Title 5 of the California Code of Regulations.

Location of Classes

All California classes are conducted at 825 Battery St 3rd Floor, San Francisco, CA 94111 (tel: +1 415 417 1991).

App Academy's Mission

The mission of App Academy is to lower barriers to education and provide students with the tools and skills necessary for success in the software development industry. We aim to do this by:

- Training students in the theoretical aspects of computer science and teaching current state-of-the-art and high-demand web technologies.
- Providing access to opportunities that build skills, confidence, and freedom in one's career.
- Building great learning environments that educate people to live at their full potential.

Encouragement to Review

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.

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 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834, www.bppe.ca.gov, toll-free telephone number (888) 370-7589 or by fax (916) 263-1897.

Catalog Revisions

The App Academy California catalog is updated on an annual basis and App Academy reserves the right to update it at a more frequent basis at its discretion.

Students are provided with the catalog once they are admitted into an App Academy program. Prospective students or the general public can get a copy of our catalog by emailing admissions@appacademy.io.

Facilities and Learning Resources

App Academy offices in San Francisco and New York are similar in terms of room space, access, quality, design, and equipment.

The San Francisco campus includes classrooms as well as computer lab space. Our office provides desks, chairs, tables, projectors/screens, additional computers, and whiteboards for student use.

Library

App Academy maintains a regularly updated private online repository of materials. All students who are enrolled in courses at App Academy receive access to App Academy's private online repository of materials. These materials are available on a web based platform and can be accessed remotely at https://open.appacademy.io. All materials required by the curriculum are included in the learning management system. The online repository consists of:

1. written materials and code demos authored by App Academy Staff
2. instructional videos made/recorded by App Academy Staff
3. instructions and solutions for all course projects
4. materials for assessment preparation (practice assessments and their solutions)
5. curated supplementary written and multimedia third-party material, authorized for App Academy use

Procedure for obtaining library access: Access to this repository is provided as part of admission to the course; in some cases, applicants are directed to certain sections as part of their application process. Upon successful enrollment in the course, applicants have full access to the materials, and may retain limited access to the materials after graduation.

Classroom and Other Learning Resources Access: App Academy's learning resources are accessible to every student on a 24/7 basis online. In-person students also have access to App Academy's computers, learning resources, and campus during class hours. For the Software Engineering Program: Full-Time In-Person, students are also provided with a workstation (including 2 monitors, 1 keyboard, and 1 mouse) for pair programming activities.

Sufficient for Learning: All materials required by the curriculum are included in the online repository. In an effort to offer a well balanced and cutting edge learning experience, it also includes additional supplementary resources for student enrichment, which are not required as part of the curriculum. The student retains access to these resources after completing the course. As previously mentioned, these resources are available online at any time.

Remote Access: Students can access this material at any time either from home or the classroom from any computer with an internet connection.

Programs and Objectives

App Academy offers two types of full-time Software Engineering programs either in-person or online. Each program's credit hours, program outcomes, tuition payment options and curriculum are detailed below. App Academy also offers preparatory courses, either in-person or online, to introduce students to the fundamentals of JavaScript. Details for these "bootcamp" programs are also detailed below.

Software Engineering Program: Full-Time In-Person

The Full-Time Software Engineering Program is App Academy's flagship full-stack web development course focusing on Ruby on Rails and JavaScript development. Students will learn how to build a full-stack web application using Ruby, Rails, JavaScript and React. The objective of the course is to prepare graduates for employment as software developers (Bureau of Labor Statistics Occupational Classification Code 15-1132).

The Full-Time Software Engineering Program is a total of 560 credit hours over a 16-week course. The first 3 weeks, Part 1, is completed remotely. Part 1 requires 35 hours of work per week. After the conclusion of Part 1, students complete the remaining 13 weeks at the App Academy office. The on-campus program consists of ten parts, Parts 2-11, of lectures, readings, assignments, reviews and projects.

To graduate from the program and to be eligible for deferred tuition, students must successfully complete the full course. Details of the required course work and study are below:

Program Outcomes
After completing the program, a student is expected to:

- Be able to effectively use core data structures such as Arrays, Hashes, Strings in Ruby
- Be proficient in both the Ruby and JavaScript programming languages,
- Know how to configure and use relational SQL databases including SQLite3 and Postgresql
- Be able to design and build web applications using Rails and React
- Have learned how to create and style webpages using HTML and CSS,
- Understand how to deploy their application to Heroku web hosting
- Be able to analyze the scalability of algorithms using "big-o" asymptotic analysis
- Have learned how to collaborate with others using git version control.

Curriculum
Part 1: Introduction to Software Engineering

Part 1 of the Full-Time Software Engineering Program is to be completed online only. It consists of 105 hours of instructor-facilitated work that is to be done prior to the on-campus portion of the program.

Classes generally run from Monday through Friday, 9AM - 6PM. These hours exclude a 70-minute lunch break from 12:20pm to 1:30pm. It covers the fundamentals of Ruby programming.

Approximately one day will lapse between App Academy's receipt of student lessons, projects, or assessments and App Academy's mailing of its response or evaluation back to the Student.

During Part 1, students must pass two assessments before moving on to Part 2.

Part	Week(s)	Description of Curriculum
Part 1: Ruby Foundations	**Week 1**	- Primitive Data Types - Booleans - Integers - Floats - String Manipulation - Debugging - Reading the stack trace - Using debuggers correctly - Intro to scientific method - Methods, Iteration, Input/Output, Code Style - ArrayDRY - Blocks, Procs, and Lambdas - Descriptive variable naming - Scope
	Week 2	- Classes, Object Oriented Programming - Class#initialize method - Downsides of monkeypatching - Pass by Reference - Hashes - Hash Methods, Computer Science Design Patterns, and Refactoring - Singleton Pattern - Code Smells: Long Methods, Data Clump, Long Method Chains, God Objects - Law of Demeter - CSS - Goal Setting (SMART Goals)
	Week 3	Recursion

		○ Base Cases
		○ Inductive Reasoning
		○ Call Stack
		● Git
		○ Repositories, Repos, and Remotes
		○ Add, Commit, Branch, Merge
		○ Pushing, Pull Requests
		● Algorithms, Data Structures
		○ Binary Trees
		○ Breadth-first Search
		○ Depth-first Search
		○ Algorithmic Interview-Style Problems

*Schedule subject to change

Part 2-11: Software Engineering Deep Dive

Parts 2 - 11 consist of 455 hours of on-campus instruction (13 weeks x 35 hours/week). These hours exclude a 70 – minute lunch break from 12:20pm to 1:30pm.

Part	Week(s)	Description of Curriculum

Part 2: Ruby	**Week 4**	● Larger Projects
		● Class Inheritance
		● Testing
		   ○ Rspec
		   ○ Test-driven Development
		   ○ Mocks and Stubs
		● Exceptions, Error Handling
		   ○ Raising and Catching Exceptions
		● Big-O Notation
		   ○ Constant, Logarithmic, Linear, Linearithmic, Quadratic, Exponential
		   ○ Time and Space Complexity
		● Time Complexity of Algorithms
		● Empathetic Communication and Active Listening
		● Implicit Bias and Workplace Impact

Part 3: SQL	**Week 5**	● Basic SQL ○ Databases

		- Schemas - SELECT, WHERE, JOINS, GROUP BY, and Other Clauses - Migrations - Rake - Rollbacks - Seeds - ORM - ActiveRecord - Associations: has_many, has_one, belongs_to - Join Tables - Validations: Presence, Length, Custom Validations - Constraints
Part 4: Rails Back End	**Week 6**	- Metaprogramming - HTTP, APIs - Parameters - JSON - RESTful Routing - Session and State - Rails Controllers - Filters - Mass Assignment - HTML Forms - Input Types - POST Requests - Rails Views - View Partials - Templating - ERB - CSS - Display
Part 5: Ruby Full Rails	**Week 7**	- Authentication - Cookies - CSRF and Security - Authenticity Tokens in Rails - Encryption, Hashing - Private and Public Keys - DeeperRails - Polymorphic Associations

		● Larger Projects in Rails
		● CSS - Position
		● Integration Testing
		    ○ Selenium
		    ○ Capybara

Part 6:
JavaScript
	Week 8	● WebServers
		    ○ Middleware, Rack, Webrick
		    ○ HTTP Requests and Responses
		● TCP/IP
		● RegularExpressions
		● Fundamentals of JS
		    ○ Basic Data Types
		    ○ Objects
		    ○ Prototypal inheritance
		    ○ Functions as First-class Objects
		● Server-side JS
		    ○ Node.js
		    ○ File system access
		    ○ NPM
		● Object Orientation in JavaScript
		● Closures and Scope
		● Scope
		    ○ The `this` keyword
		    ○ Closures
		    ○ Bind, Call, and Apply
		● Modules in JavaScript
		    ○ Module Pattern
		    ○ IFFEs: Immediately Invoked Function Expressions
		    ○ Require.js
		● Build tools
		    ○ Webpack
		    ○ Asset compilation

Part 7: Front
End
Engineering
	Week 9	● CSS - SASS, Responsive Design
		● AJAX
		    ○ Asynchronous Code
		    ○ Single-page Apps
		● Vanilla DOM Manipulation

Part 8: React	**Week 10**	● JS Projects
		● React
		    ○ Components
		    ○ Component Lifecycle
		    ○ Babel, JSX Transpiling

		○ React Code Style
Part 9: Redux	**Week 11**	● Redux ○ Flux ○ Middleware ○ Jbuilder ○ Dispatcher, Stores, Actions ○ Event-driven Architecture ○ Mixins
Part 10: Full Stack Project	**Week 12** **Week 13**	● React Router ● Front-end Auth ● Larger Single-page Applications ● Student-designed Full-Stack Application ○ Heroku Deployment
Part 11: Job Search	**Week 14** **Week 15** **Week 16**	● Student Designed Full-Stack Application ○ Heroku Deployment ● Resume Writing ● Interview Skills ○ Personal Pitch ○ Behavioral Questions ● Full-Stack Mern Project ● Algorithms for Interviews ○ Time Complexity and Big-O ○ Memory, Pointers and Static Arrays ○ Dynamic Arrays and HashMap ○ LinkedList, LRU Cache, Memoization and Dynamic Programming ● Technical interviews ○ Take-home Problems ○ Pair Programming ● Whiteboarding Problems ● Negotiations ● Web Architecture ● Algorithms ○ Heaps, Heap Sort ○ Merge Sort and QuickSort ○ Analysis of Sorting Algorithms ○ Binary Search Tree ● Managing the Job Search ○ Setting Expectations ○ Time Management ● Networking ● Graduation Events

*Schedule subject to change

Software Engineering Track: Full-Time Online

This course focuses on JavaScript, SQL, Node, Express.js, Python, React, Redux, and computer science fundamentals as well as technical interview skills, self-presentation, and other job search curriculum. Students will learn how to build a full-stack web application. The objective of the course is to prepare graduates for employment as software developers (Bureau of Labor Statistics Occupational Classification Code 15-1132).

The Software Engineering Track: Full-Time Online program is a total of 960 credit hours over a 24-week course.[1] All 24 weeks are completed remotely. The program consists of 7 parts, Parts 1-7, of lectures, readings, assignments, reviews, and projects.

To graduate from the program and to be eligible for the deferred payment plan, students must successfully complete the full course. Details of the required course work and study are below:|

Program Outcomes

Upon completion of the course, students will:

- Be able to write, organize, and maintain source code
- Learn efficient ways to store and search for data and understand the way computers communicate with one another across the Internet.
- Be able to create a responsive Web page for an application.
- Be able to persist and manipulate data for a Web application.
- Learn how to polish a code portfolio.
- Be able to build a Web application with enhanced user experience and real-time communication channels to the data and other users.
- Learn how to polish a resume, personal pitch, and online presence.
- Be able to create a full-stack Web application.

Curriculum

Parts 1 -7 consist of 960 hours of online instruction (24 weeks x 40 hours/week).

Approximately one to seven days will lapse between App Academy's receipt of student lessons, projects, or assessments and App Academy's mailing of its response or evaluation back to the Student.

Part	Week(s)	Description of Curriculum

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[1] 120 days is utilized as an accurate proxy of the duration of the program while there may be some public holidays included.

Part 1: Programming Fundamentals	Week 1	● Technical Curriculum
		  ○ JS expressions and Variables
		  ○ Intro to Functions
		  ○ Control Flow and Arrays
		  ○ Intermediate Functions
		  ○ Debugging
		● Non-Technical Curriculum
		  ○ Welcome to App Academy-What to expect
		  ○ How to Study, Learn, and Succeed

	Week 2	● Technical Curriculum
		  ○ Using Node.js
		  ○ Execute JS Locally
		  ○ POJO
		  ○ Callbacks
		  ○ Scope
		  ○ Problem Solving
		  ○ Git
		● Non-Technical Curriculum
		  ○ Pair Programming
		  ○ Intro to Tech
		  ○ Giving and Receiving Feedback

	Week 3	● Technical Curriculum
		  ○ Command line familiarity
		  ○ JS: Asynchronous Functions
		  ○ Recursion
		  ○ JS:Trivia
		● Non-Technical Curriculum
		  ○ History of Diversity in Tech
		  ○ Rise of Personal Computing

Part 2: Computer Science	Week 4	● Technical Curriculum
		  ○ OOP
		  ○ Classes
		  ○ NPM
		  ○ Testing
		  ○ Test-Driven Development
		● Non-Technical Curriculum
		  ○ Implicit Bias, Professionalism, Company Culture

	Week 5	● Technical Curriculum
		  ○ Time and Space Complexity
		  ○ Linear Data Structures
		● Non-Technical Curriculum

		○ Public Speaking

	Week 6	● Technical Curriculum
		   ○ Complex Data Structures (Trees & Graphs)
		   ○ Algorithms
		   ○ Search/Traversal
		   ○ Sort
		● Non-Technical Curriculum
		   ○ Policy, Promotion, Transparency, and HR

Part 3: Web Development Fundamentals	**Week 7**	● Technical Curriculum
		   ○ Web Design Basics
		   ○ Semantic HTML
		   ○ CSS
		   ○ Media Queries
		   ○ Box Model and Positioning
		   ○ Flexible Box Model
		   ○ Grid Layout
		   ○ CSS Maintainability
		   ○ Front End Deployment
		● Non-Technical Curriculum
		   ○ Github + Readmes

	Week 8	● Technical Curriculum
		   ○ Internet Protocol Suite Understanding
		   ○ Ajax Basics
		   ○ Promises
		   ○ HTTP
		   ○ HTML Forms
		   ○ Full-Stack Websites
		   ○ Node HTTP
		   ○ APIs
		   ○ JSON
		   ○ REST
		   ○ Back End Deployment
		● Non-Technical Curriculum
		   ○ Whiteboarding/Presenting Technically

	Week 9	● Technical Curriculum
		   ○ Network models
		   ○ Network tools
		   ○ Interactivity
		   ○ Storage
		   ○ Browser Basics with JavaScript
		   ○ Element selection and placement
		   ○ Event handling

		○ Fullstack Deployment ● Non-Technical Curriculum ○ Accessibility and 508 Compliance

Part 4: Back-End Engineering	**Week 10**	● Technical Curriculum
		    ○ Express
		    ○ Regular Expressions
		    ○ Relational database usage
		● Non-Technical Curriculum
		    ○ Data Privacy and Business Ethics

	Week 11	● Technical Curriculum
		    ○ Object-relational mapping in JavaScript
		● Non-Technical Curriculum
		    ○ Websites + Recruiters: Make it Pretty

	Week 12	● Technical Curriculum
		    ○ Authentication
		    ○ API Security
		    ○ SCRUM and Agile Development
		● Non-Technical Curriculum
		    ○ Conflict Resolution

	Week 13	● Portfolio Project
		    ○ Full Stack Group Project
		● Non-Technical Curriculum
		    ○ Crafting Bullets
		    ○ Technical and Design Bias

Part 5: Front-End Engineering	**Week 14**	● Technical Curriculum
		    ○ Intro to React
		    ○ React & Events
		    ○ Hooks
		    ○ React Router

	Week 15	● Technical Curriculum
		    ○ Redux
		    ○ Class Components
		    ○ Web Sockets

	Week 16	● Portfolio Project
		    ○ React + Redux Project
		● Non-Technical Curriculum
		    ○ Resumes 101

Part 6: Python	**Week 17**	● Technical Curriculum

		○ Python Data Types and Operations ○ Python Comprehensions ○ Python Control flow ○ Python functions, methods, classes, and modules ● Non-Technical Curriculum ○ Networking Online

	Week 18	● Technical Curriculum
		    ○ Python Unit Testing
		    ○ Flask
		    ○ Psycopg
		    ○ SQLAlchemy
		● Non-Technical Curriculum
		    ○ Presentation Skills

	Week 19	● Technical Curriculum
		    ○ Alpine Linux
		    ○ Python Threading
		    ○ Docker
		    ○ Microservices
		● Non-Technical Curriculum
		    ○ Building a Portfolio

	Week 20	● Portfolio Project
		    ○ Python Project
		● Non-Technical Curriculum
		    ○ Current Stage of Tech

Part 7: Career Quest	**Week 21**	● Portfolio Project
		    ○ Personal Full-Stack Project
		● Non-Technical Curriculum
		    ○ Full-Stack Projects

	Week 22	● Portfolio Project
		    ○ Personal Full-Stack Project
		● Non-Technical Curriculum
		    ○ Resume
		    ○ Personal Pitch
		    ○ Networking

	Week 23	● Portfolio Project
		    ○ Portfolio Polishing
		● Non-Technical Curriculum
		    ○ Cover Letter
		    ○ Behavioral Interviewing
		    ○ Technical Interviewing
		    ○ Collateral Materials
		    ○ Applying Approaches + Clearbits

	Week 24	● Portfolio Project
		  ○ Portfolio Polishing
		● Non-Technical Curriculum
		  ○ Whiteboarding
		  ○ On-site Interviewing and Negotiations

*Schedule subject to change

Software Engineering Track: Part-Time Online

This course focuses on JavaScript, SQL, Node, Express.js, Python, React, Redux, and computer science fundamentals as well as technical interview skills, self-presentation, and other job search curriculum. Students will learn how to build a full-stack web application. The objective of the course is to prepare graduates for employment as software developers (Bureau of Labor Statistics Occupational Classification Code 15-1132).

The Software Engineering Track: Part-Time Online program is a total of 888 credit hours over a 48-week course.[2] All 48 weeks are completed remotely. The program consists of 7 parts, Parts 1-7, of lectures, readings, assignments, reviews, and projects.

To graduate from the program and to be eligible for the ISA Payment Plan, students must successfully complete the full course. Details of the required course work and study are below:

Program Outcomes

Upon completion of the course, students will:

- Be able to write, organize, and maintain source code
- Learn efficient ways to store and search for data and understand the way computers communicate with one another across the Internet.
- Be able to create a responsive Web page for an application.
- Be able to persist and manipulate data for a Web application.
- Learn how to polish a code portfolio.
- Be able to build a Web application with enhanced user experience and real-time communication channels to the data and other users.
- Learn how to polish a resume, personal pitch, and online presence.
- Be able to create a full-stack Web application.

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[2] 240 days is utilized as an accurate proxy of the duration of the program while there may be some public holidays included.

Curriculum

Parts 1 -7 consist of 888 hours of online instruction (48 weeks x 18.5 hours/week). Students can expect roughly 8.5 hours of homework per week.

Approximately one to seven days will lapse between App Academy's receipt of student lessons, projects, or assessments and App Academy's mailing of its response or evaluation back to the Student.

Part	Week(s)	Description of Curriculum
Part 1: Programming Fun damentals	**Week 1** **Week 2**	● Technical Curriculum ○ JS expressions and Variables ○ Intro to Functions ○ Control Flow and Arrays ○ Intermediate Functions ○ Debugging ● Non-Technical Curriculum ○ Welcome to App Academy-What to expect ○ How to Study, Learn, and Succeed
	Week 3 **Week 4**	● Technical Curriculum ○ Using Node.js ○ Execute JS Locally ○ POJO ○ Callbacks ○ Scope ○ Problem Solving ○ Git ● Non-Technical Curriculum ○ Pair Programming ○ Intro to Tech ○ Giving and Receiving Feedback
	Week 5 **Week 6**	● Technical Curriculum ○ Command line familiarity ○ JS: Asynchronous Functions ○ Recursion ○ JS:Trivia ● Non-Technical Curriculum ○ History of Diversity in Tech ○ Rise of Personal Computing

Part 2: Computer Science	Week 7 Week 8	● Technical Curriculum
		  ○ OOP
		  ○ Classes
		  ○ NPM
		  ○ Testing
		  ○ Test-Driven Development
		● Non-Technical Curriculum
		  ○ Implicit Bias, Professionalism, Company Culture

	Week 9 Week 10	● Technical Curriculum
		  ○ Time and Space Complexity
		  ○ Linear Data Structures
		● Non-Technical Curriculum
		  ○ Public Speaking

	Week 11 Week 12	● Technical Curriculum
		  ○ Complex Data Structures (Trees & Graphs)
		  ○ Algorithms
		  ○ Search/Traversal
		  ○ Sort
		● Non-Technical Curriculum
		  ○ Policy, Promotion, Transparency, and HR

Part 3: Web Development Fundamentals	Week 13 Week 14	● Technical Curriculum
		  ○ Web Design Basics
		  ○ Semantic HTML
		  ○ CSS
		  ○ Media Queries
		  ○ Box Model and Positioning
		  ○ Flexible Box Model
		  ○ Grid Layout
		  ○ CSS Maintainability
		  ○ Front End Deployment
		● Non-Technical Curriculum
		  ○ Github + Readmes

	Week 15 Week 16	● Technical Curriculum
		  ○ Internet Protocol Suite Understanding
		  ○ Ajax Basics
		  ○ Promises
		  ○ HTTP
		  ○ HTML Forms
		  ○ Full-Stack Websites
		  ○ Node HTTP
		  ○ APIs
		  ○ JSON

		○ REST
		    ○ Back End Deployment
		● Non-Technical Curriculum
		    ○ Whiteboarding/Presenting Technically

	Week 17
	Week 18
		● Technical Curriculum
		    ○ Network models
		    ○ Network tools
		    ○ Interactivity
		    ○ Storage
		    ○ Browser Basics with JavaScript
		    ○ Element selection and placement
		    ○ Event handling
		    ○ Fullstack Deployment
		● Non-Technical Curriculum
		    ○ Accessibility and 508 Compliance

Part 4:
Back-End
Engineering
	Week 19
	Week 20
		● Technical Curriculum
		    ○ Express
		    ○ Regular Expressions
		    ○ Relational database usage
		● Non-Technical Curriculum
		    ○ Data Privacy and Business Ethics

	Week 21
	Week 22
		● Technical Curriculum
		    ○ Object-relational mapping in JavaScript
		● Non-Technical Curriculum
		    ○ Websites + Recruiters: Make it Pretty

	Week 23
	Week 24
		● Technical Curriculum
		    ○ Authentication
		    ○ API Security
		    ○ SCRUM and Agile Development
		● Non-Technical Curriculum
		    ○ Conflict Resolution

	Week 25
	Week 26
		● Portfolio Project
		    ○ Full Stack Group Project
		● Non-Technical Curriculum
		    ○ Crafting Bullets
		    ○ Technical and Design Bias

Part 5:
Front-End
Engineering
	Week 27
	Week 28
		● Technical Curriculum
		    ○ Intro to React
		    ○ React & Events
		    ○ Hooks

		○ React Router

	Week 29
	Week 30
		● Technical Curriculum
		   ○ Redux
		   ○ Class Components
		   ○ Web Sockets

	Week 31
	Week 32
		● Portfolio Project
		   ○ React + Redux Project
		● Non-Technical Curriculum
		   ○ Resumes 101

Part 6: Python	**Week 33**
	Week 34
		● Technical Curriculum
		   ○ Python Data Types and Operations
		   ○ Python Comprehensions
		   ○ Python Control flow
		   ○ Python functions, methods, classes, and modules
		● Non-Technical Curriculum
		   ○ Networking Online

	Week 35
	Week 36
		● Technical Curriculum
		   ○ Python Unit Testing
		   ○ Flask
		   ○ Psycopg
		   ○ SQLAlchemy
		● Non-Technical Curriculum
		   ○ Presentation Skills

	Week 37
	Week 38
		● Technical Curriculum
		   ○ Alpine Linux
		   ○ Python Threading
		   ○ Docker
		   ○ Microservices
		● Non-Technical Curriculum
		   ○ Building a Portfolio

	Week 39
	Week 40
		● Portfolio Project
		   ○ Python Project
		● Non-Technical Curriculum
		   ○ Current Stage of Tech

Part 7: Career Quest	**Week 41**
	Week 42
		● Portfolio Project
		   ○ Personal Full-Stack Project
		● Non-Technical Curriculum
		   ○ Full-Stack Projects

	Week 43	● Portfolio Project

	Week 44	○ Personal Full-Stack Project
		● Non-Technical Curriculum
		   ○ Resume
		   ○ Personal Pitch
		   ○ Networking

	Week 45
	Week 46
		● Portfolio Project
		   ○ Portfolio Polishing
		● Non-Technical Curriculum
		   ○ Cover Letter
		   ○ Behavioral Interviewing
		   ○ Technical Interviewing
		   ○ Collateral Materials
		   ○ Applying Approaches + Clearbits

	Week 47
	Week 48
		● Portfolio Project
		   ○ Portfolio Polishing
		● Non-Technical Curriculum
		   ○ Whiteboarding
		   ○ On-site Interviewing and Negotiations

*Schedule subject to change

Bootcamp Prep In-Person & Bootcamp Prep Online

Bootcamp Prep and Bootcamp Prep Online are 70-hour preparatory courses which introduce students to the fundamentals of JavaScript. The courses also serve as sufficient preparation for students who wish to enter App Academy or other programming bootcamp programs. It is designed to give students inside knowledge about the bootcamp admissions process and to help them become the most qualified candidate possible. By the end of the course, students will:

- Solve relatively complex problems in JavaScript.
- Have an intermediate understanding of JavaScript
- Have confidence to explore new topics on their own.
- Have the skills to apply to any coding bootcamp.
- Have a thorough understanding of Coding bootcamp application and interview processes.
- Possess strong technical interview and presentation skills.
- Be a high performer in the coding bootcamp of their choosing.

Bootcamp Prep v. Bootcamp Prep Online
Bootcamp Prep and Bootcamp Prep Online follow the same curriculum, but there are differences between the two programs:

Criteria	Bootcamp Prep	Bootcamp Prep Online
Location of Program	In-person at App Academy	Remote

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Length of Program	One month of structured classes (2.5 hours/day x 5 days/week x 4 weeks)	Self-guided over 2 months*
Access to Faculty	In-person during class and via online communication systems (Slack, email)	General instruction: Via online communication systems (Slack) Assessments: Via email**

*Bootcamp Prep Online is designed to be completed remotely over a two-month period. If students have not submitted an assessment in over two weeks, a Bootcamp Prep Online instructor will reach out to the student. If the student does not complete the course within two months, they are no longer eligible for the tuition refund.

**Bootcamp Prep Online is committed to responding to every student's questions and providing feedback on their assessments within 1 business day.

Program Outcomes

The primary areas of concentration for App Academy's Bootcamp Prep include web development fundamentals, intro, intermediate, and advanced JavaScript, as well as interview prep and application assistance. It will culminate with you mastering the coding fundamentals required to get into the most selective coding bootcamps in the world.

App Academy's Bootcamp Prep and Bootcamp Prep Online programs offer a full refund if students are not accepted into at least one of six coding schools (App Academy, Hack Reactor, Lambda School, Flatiron School, Rithm School, and Fullstack Academy) within two months of their bootcamp graduation date. If students apply to all six bootcamps and receive rejections from all of them, they can receive a full refund.

Curriculum

Bootcamp Prep and Bootcamp Prep Online cover the same materials, divided into units optimized for consumption in person or online. The Bootcamp Prep curriculum is completed over four weeks; the Bootcamp Prep Online curriculum is self-paced, but designed to be consumed within two months.

Part	Week(s)	Description of Curriculum
1	Week 1	- Primitive Data Types - Functions - Looping - Conditionals - Objects and Arrays - Decomposition - Abstraction
2	Week 2	- Multi - Dimensional Arrays - Nested Loops - Array.prototype.slice() - Style

		● Data Modeling ● This
3	**Week 3**	● Scope ● Callbacks ● Higher - Order Functions ● Closures ● Asynchronous Programming (Bootcamp Prep In-Person only)
4	**Week 4**	● Prototype Modification ● Recursion ● Test - driven Development ● Bootcamp Interview Prep

*Schedule subject to change

Bootcamp Prep Online Deluxe Offerings

In addition to the course curriculum, we also offer students the ability to upgrade their Bootcamp Prep Online experience in order to get more support and provide a full refund if they do not get into the eligible bootcamps.

Services	Standard	Plus	Premium
Eligible Bootcamp List*	● App Academy ● Hack Reactor ● Lambda School ● Flatiron School ● Rithm School ● Fullstack Academy	● App Academy ● Hack Reactor ● Lambda School ● Flatiron School ● Rithm School ● Fullstack Academy	● App Academy ● Hack Reactor ● Lambda School ● Flatiron School ● Rithm School ● Fullstack Academy
Tutoring Hours	2	6	10
Interview Prep Hours	1	2	4
Chat Support	✔	✔	✔
Personal Assessment Feedback	✖	✔	✔
Priority Email Response	✖	✔	✔
Priority Application Review	✖	✔	✔

*Eligible Bootcamp List applies to a student's eligibility for a full refund if they do not get into one of the bootcamps listed

Admissions Policies and Procedures

Overview

Admissions Procedures

To be admitted, students must be 18 years old and possess a high school diploma or equivalent degree. Admissions procedures vary by program.

App Academy does not admit "Ability-to-Benefit" students. An Ability-to-Benefit (ATB) student is a student who does not have a certificate of graduation from a school providing secondary education, or a recognized equivalent of that certificate.

Enrollment Start Date Policy

Students can enroll up to one business day before the start date of the Software Engineering Program: Full-Time In-Person, Bootcamp Prep In-Person, Software Engineering Track: Full-Time Online, and Software Engineering Track: Part-Time Online. Students can enroll in Bootcamp Prep Online at any time.

Students will sign an enrollment agreement when their application is accepted. Students cannot begin class until they sign the enrollment contract.

Class Schedules

Classes for App Academy's Software Engineering Program: Full-Time In-Person, Software Engineering Track: Full-Time Online, Software Engineering Track: Part-Time Online, and Bootcamp Prep programs begin at regular intervals throughout the year. Bootcamp Prep Online is offered at any time.

App Academy reserves the right to change or cancel session dates up to one week before the program starts; if any change or cancellation affects the student's ability to attend the program (e.g. they are unable to find an alternate session to take), App Academy will offer a full refund of payments received, if any.

Software Engineering Program: Full-Time In-Person Dates
Monday- Friday, 9am - 6pm

Cohort	Start Date	End Date
November 2020	11/16/2020	3/12/2021
January 2021	1/18/2021	5/7/2021
March 2021	3/15/2021	7/2/2021
May 2021	5/10/2021	8/27/2021
July 2021	7/6/2021	10/22/2021
August 2021	8/30/2021	12/17/2021
October 2021	10/25/2021	2/18/2022
December 2021	12/27/2021	4/15/2022

Bootcamp Prep In-Person Dates
Monday - Friday, 6:30pm - 9:00pm

Cohort	Start Date	End Date
December 2020	12/28/2020	1/25/2021
January 2021	1/25/2021	2/19/2021
February 2021	2/22/2021	3/19/2021
March 2021	3/22/2021	4/16/2021
April 2021	4/19/2021	5/14/2021
May 2021	5/17/2021	6/14/2021
June 2021	6/21/2021	7/19/2021
July 2021	7/26/2021	8/20/2021
August 2021	8/23/2021	9/20/2021
September 2021	9/27/2021	10/22/2021
October 2021	10/25/2021	11/19/2021

November 2021	11/22/2021	12/17/2021

Full-Time Software Engineering Track: Full-Time Online Dates Monday- Friday, 8am - 5pm PST		
Cohort	**Start Date**	**End Date**
January 2021	1/11/2021	6/25/2021
February 2021	2/8/2021	7/23/2021
March 2021	3/8/2021	8/20/2021
April 2021	4/5/2021	9/17/2021
May 2021	5/3/2021	10/15/2021
June 2021	6/1/2021	11/12/2021
June 2021	6/28/2021	12/10/2021
July 2021	7/26/2021	1/14/2022
August 2021	8/23/2021	2/11/2022
September 2021	9/20/2021	3/11/2022
October 2021	10/18/2021	4/8/2022
November 2021	11/15/2021	5/6/2022
December 2021	12/13/2021	6/3/2022

Full-Time Software Engineering Track: Part-Time Online Dates Monday- Thursday, 6pm - 9pm EST and Saturday 12pm - 6:30pm EST or Monday- Thursday, 7pm - 10pm PST and Saturday 9am - 3:30pm PST		
Cohort	**Start Date**	**End Date**
September 2021	9/13/2021	9/9/2022
November 2021	11/8/2021	11/4/2022

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Holidays Observed

Holiday	Date
New Year's Day	1/1/2021
Martin Luther King Jr. Day	1/18/2021
Memorial Day	5/31/2021
Independence Day	7/5/2021
Labor Day	9/6/2021
Thanksgiving	11/25/2021 - 11/26/2021
Winter Break	12/20/2021 - 12/24/2021 12/25/2021 (for Software Engineering Track: Part-Time Online program)
New Year's Day 2022	12/31/2021 (for Software Engineering Track: Full-Time Online program) 1/1/2022 (for Software Engineering Track: Part-Time Online program)

Transfer of Credit

App Academy does not accept hours or credits from any other institution. App Academy does not award any credit for prior experiential learning, nor through challenge examinations or achievement tests.

App Academy also does not provide transfer credit and does not have agreements with other institutions regarding transfer credit.

International Students and Language Services

App Academy does not provide any visa services nor vouches for student status. Fluency in English is required; App Academy does not provide any language instruction. All instruction takes place in English. TOEFL and other language-proficiency related documentation is accepted.

English language proficiency for the purposes of attending App Academy is determined through the admissions process. During the admissions process, prospective students complete coding challenges, logic tests, technical interviews, and non-technical interviews that are designed to reflect the type of activities and communication required to succeed in the course. Applicants who are successful

through the application process possess sufficient English language capacity to succeed at App Academy and as a software engineer.

For the Software Engineering Track: Full-Time Online program, Software Engineering Program: Full-Time In-Person, and Software Engineering Track: Part-Time Online, all students qualify for the Upfront Payment Plans. In order to be admitted under the Deferred Payment Plans, a Student must both:

1) Reside in the US; AND
2) Either be a US citizen OR be eligible to work in the US without needing visa sponsorship for a duration that is longer than the job search eligibility period

Required Equipment

For the Software Engineering Program: Full-Time In-Person, students are required to use their own laptop or computer during the remote portion of the course. During the in-person portion of the program, App Academy provides all the equipment students might need to complete the course. If students wish to work on assignments at home, they will need access to a personal computer.

For the Bootcamp Prep In-Person program, students are required to bring their own laptop or computer. Their computer must be able to support the software used within the class, such as Atom and Node.js. If a student is unable to provide their own laptop or computer, App Academy may be able to provide a loaner laptop given enough advance notice and if there's available inventory.

For the Bootcamp Prep Online program, students are required to use their own laptop or computer, which is up-to-date and able to support the software used within the class, such as Atom and Node.js.

For the Software Engineering Track: Full-Time Online and Software Engineering Track: Part-Time Online programs, students need to have a modern computer and a broadband internet connection to participate in live video conferencing while simultaneously developing cutting edge software.

They will also need to be able to access a set of online tools and platforms, including but not restricted to the following: Zoom, Vimeo, Github, NPM, RubyGems, and access to tools on www.appacademy.io. If they are not able to reliably access these tools due to restrictions in their country of residence, they will be dismissed once they notify us of the lack of access, and we will follow our Refund Policy.

	Minimum	**Recommended**
OS	Windows 10 Pro or Windows 10 Home, 2040 or later, macOS 10.13	Windows 10 Pro or Windows 10 Home, 2040 or later, macOS 10.15

Processor	AMD A9 Dual-Core 3.1 GHz	1.4GHz quad-core Intel Core i5
Ram	6GB	8GB
Storage Drive	40GB available space (7200RPM)	40GB available space (SSD)
Monitor	1366 x 768 external display	Two 1920 x 1080 displays
Webcam	720p	720p
Speakers/Micr ophone	Headset with built-in microphone	Headset with built-in microphone
Internet Connection	10Mbps	50Mbps

Software Engineering Program: Full-Time In-Person

Students must possess a basic level of coding ability to complete App Academy's pre-acceptance application process.

At App Academy, basic coding ability means that you have basic fluency with a programing language and:

       1. understand the constructs and tools the language has to offer at an elementary level
       2. have the ability to solve basic to intermediate programming challenges during the admissions process
       3. have algorithmic thinking ability.

App Academy determines an applicant's coding ability through the coding challenges and the interviews in our admissions process. App Academy's application process consists of a few steps. We try to customize the process for every candidate, but broadly it looks as follows:

1. A prospective student submits an application.
2. The applicant receives a logical reasoning and reading exercise to complete.
3. Upon completion of the logical reasoning and reading exercise, App Academy emails the applicant a coding challenge (with resources to prepare).
4. The applicant begins the 60 minute timed coding challenge when they are ready. Depending on the applicant's performance, they may be asked to complete a second or third coding challenge.
5. If the coding challenge goes well, the applicant will complete technical and non-technical interviews.
6. Within three business days of completing the last interview, App Academy will share its admissions decision.

Software Engineering Track: Full-Time Online & Software Engineering Track: Part-Time Online

Students must possess a basic level of coding ability to complete App Academy's pre-acceptance application process.

At App Academy, basic coding ability means that you have basic fluency with a programing language and:

       1. understand the constructs and tools the language has to offer at an elementary level
       2. have the ability to solve basic to intermediate programming challenges during the admissions process
       3. have algorithmic thinking ability.

App Academy determines an applicant's coding ability through the coding challenges and the interviews in our admissions process. App Academy's application process consists of a few steps. It broadly looks as follows:

1. A prospective student submits an application.
2. The candidate takes a 31-minute test that includes personality, logical reasoning, and typing assessments.
3. If the candidate passes, they are invited to schedule a non-technical interview.
4. The candidate completes a 25-minute non-technical video interview.
5. Upon successful completion of the non-technical interview, the candidate is provided an acceptance decision (i.e. a decision on whether a student has been accepted to App Academy). Also, the candidate will be assigned some technical learning challenges to complete for enrollment into a cohort. The technical learning challenges may take up to 50 hours to complete depending on the skill level of the candidate.
6. Once the candidate successfully completes the three technical learning challenges, the candidate will then be placed into a cohort of their choice upon communication with an admissions specialist.

Bootcamp Prep In-Person & Bootcamp Prep Online

Applicants to our Bootcamp Prep In-Person and Bootcamp Prep Online courses do not need a basic level of coding ability. Instead, we assess their ability to problem-solve effectively and learn new materials quickly.

1. A prospective student submits an application.
2. Within two days, App Academy emails the applicant a logical reasoning exercise (with resources to prepare).
3. The applicant returns the logical reasoning exercise for evaluation.
4. Within two days of receiving the completed exercise, App Academy sends out an admissions decision.

Academic Policies

<u>Standards of Progress and Student Achievement</u>

App Academy is committed to creating a quality learning environment where students are able to receive the resources they need to succeed and progress. Each of our programs is committed to providing regular assessments so students are aware of their own progress and our instructional staff can better support students in need of more help.

<u>Software Engineering Program: Full-Time In-Person</u>

App Academy measures student progress carefully through periodic assessments. Assessments are graded on a pass/fail basis.

During Part 1 of the program, there are two assessments that must be passed in order to proceed to the subsequent parts of the program. If a Student fails either of these assessments, the Student will be deferred to the next cohort so they can repeat Part 1 of the course a maximum of one time.

During Parts 2-11 of the program, there are a total of six assessments. To complete this portion of the course, a student must pass five assessments while being allotted one retake. Students who fail two assessments during Parts 2 - 11 of the course will be dismissed. Students are able to view their progress at any time via App Academy's internal Progress Tracker.

Students are also required to submit a minimum of three keystone projects using technologies learned during the program.

Students must also maintain consistent attendance. Attendance is taken three times daily.

App Academy does not have a cumulative final test or examination.

<u>Software Engineering Track: Full-Time Online</u>

App Academy measures student progress carefully through 15 assessments and 4 portfolio projects. Assessments and portfolio projects are graded on a pass/fail basis. To complete the course, a student must fail no more than a total of three assessments and/or portfolio projects combined during parts 1-7 of the course and fail no more than 1 portfolio project during part 7 of the course. Upon failing an assessment or portfolio project, the student will repeat that portion of the course and retake the assessment or resubmit the portfolio project. Students who fail a maximum of four assessments and/or portfolio projects during parts 1-7 of the course or fail two portfolio projects during part 7 of the course may be dismissed. Students are able to view their progress at any time via App Academy's

internal software.

App Academy will communicate scores immediately after we finish grading, so students will be aware of failure prior to moving on to the next assessment and/or portfolio project.

Students must also maintain consistent attendance. Attendance is taken three times daily.

App Academy does not have a cumulative final test or examination. However, students are required to submit portfolio projects consisting of web applications.

Software Engineering Track: Part-Time Online

App Academy measures student progress carefully through 30 assessments and 4 portfolio projects using technologies learned during the course. Assessments and portfolio projects are graded on a pass/fail basis. To complete the course, a student must fail no more than a total of three assessments and/or portfolio projects combined during parts 1-7 of the course and fail no more than 1 portfolio project during part 7 of the course. Upon failing an assessment or portfolio project, the student will repeat that portion of the course and retake the assessment or resubmit the portfolio project. Students who fail a maximum of four assessments and/or portfolio projects during parts 1-7 of the course or fail two portfolio projects during part 7 of the course may be dismissed. Students are able to view their progress at any time via App Academy's internal software.

App Academy will communicate scores immediately after they have been graded, so students will be aware of failure prior to moving on to the next assessment and/or portfolio project.

Students must also maintain consistent attendance. Attendance is taken once Monday - Thursday and twice on Saturday.

App Academy does not have a cumulative final test or examination. However, students are required to submit portfolio projects consisting of web applications.

Bootcamp Prep In-Person

Students in Bootcamp Prep are given assessments twice a week, the results of which are updated in their Progress Tracker and/or shared via email.

If students are not meeting the class average, instructional staff asks the student to attend office hours (offered for 30 minutes before and after every class).

Students must also maintain consistent attendance. Attendance is taken daily; students who miss four attendance roll calls will be dismissed.

Bootcamp Prep does not have a cumulative final test or examination.

Bootcamp Prep Online

Bootcamp Prep Online follows the same curriculum as Bootcamp Prep. Students are asked to turn in an assessment at least once a week, which is then returned to them with feedback within two business days. Students can also use the online community to ask questions while they're consuming the online lectures, completing the practice problems, or need additional help.

If students have not submitted an assignment in over two weeks, the instructional staff reaches out to the students to help support them in making more timely progress.

Probation and Dismissal

With the exception of Part 1 of the Software Engineering Program: Full-Time In-Person, App Academy does not provide a probation period for any of its programs, but actively informs its students about the requirements necessary to stay in the programs.

Code of Conduct Requirements

First and foremost, App Academy is an educational community. Any student who is disruptive to the community or prohibits anyone from learning may be asked to leave. Examples of disruptions include, but are not limited to: aggression or threats towards other students, instructors, or staff; illegal activities conducted or discussed on any online learning management platform; the failure to observe classroom or campus conduct standards set forth by instructors or staff; or other behavior identified as disruptive to the learning environment of other students by instructors or staff. Students may also be dismissed for academic violations, per App Academy's dismissal policy.

Students are to treat all members of the staff and other students with respect and dignity. A student who is caught cheating; willfully destroys school property; attends school under the influence of illegal drugs and/or alcohol; or exhibits disruptive, insubordinate, boisterous, obscene, vulgar, or disrespectful behavior may be dismissed.

Dismissed students will not be readmitted to App Academy.

Leave of Absence Policy

Leaves of absence may be granted on a case by case basis under exigent circumstances. Due to the short duration and intensive nature of our courses, a leave of absence is not recommended. Typically leaves of absence are only granted for health and family related emergencies.

For the Software Engineering Track: Full-Time Online and Software Engineering Track: Part-Time Online programs, a request for a leave of absence should be sent via email to the Student Resource Coordinator. The student is also required to inform their class instructor of such a request.

Attendance Policy

Students must maintain consistent attendance. Missing any portion of any day (whether through lateness, early departure, or total absence) will result in a strike. We are unable to make any distinction between tardiness and absence.

Program	Attendance Policy
Software Engineering Program: Full-Time In-Person	Attendance is taken three times a day. A student will receive a strike if they are not present at the start of attendance. Students can also receive a strike for leaving class early. *Students who receive 10 strikes during either the coding curriculum or job search curriculum will be dismissed.*
Software Engineering Track: Full-Time Online	Attendance is taken three times a day. A student will receive a strike if they are not present at the start of attendance. Students can also receive a strike for leaving class early. *Students who receive 10 strikes during the course or Job Search Period will be dismissed.*
Software Engineering Track: Part-Time Online	Attendance will be taken once daily Monday through Thursday, and twice on Saturdays. Students will receive a strike if they are not present at the start of attendance. If a student notifies the Cohort Leader of a necessary absence ahead of class time, they may receive an excused absence, but they will be expected to make up the missed class session ahead of the next day's session. *Students who receive 10 strikes during the course or Job Search Period will be dismissed.*
Bootcamp Prep In-Person	Attendance is taken once a day; if a student is not present at the start of attendance, they receive a strike. Students can also receive a strike for leaving class early. *Students who receive 4 strikes will be dismissed.*
Bootcamp Prep Online	Students are required to finish the Bootcamp Prep Online curriculum within two months. If they do not finish the curriculum within two months (indicating that they are not regularly logging in to complete the materials in the appropriate time), they can be dismissed. In order to finish the program on time, App Academy recommends that students complete one assessment a week. If it's been more than two weeks since receiving an assessment, a Bootcamp Prep Instructor will contact the student to help the student get back on track.

Student Services

App Academy offers the following services and resources to students attending one of our programs.

Housing

App Academy does not assume responsibility for finding or assisting in student housing; App Academy neither offers any dormitory housing nor student housing assistance. App Academy is located within a 15 minute walk from Bart, and a 15 minute bike ride from CalTrain, in addition to being in close proximity to many bus routes. Students typically find housing near App Academy and are encouraged to have a commute time of no longer than 30 minutes. Services such as craigslist.com and rentals.com provide options for rental units in San Francisco, CA and rental payments range from $1,500 - $3,500 per month.

Job Search Assistance

App Academy's Placements Team is focused on helping graduates find employment as a software developer after completing one of the full-time Software Engineering programs. We do many things to help students find a developer job, including:

- Helping students author their personal portfolio, Github, LinkedIn, and resume.
- Lectures in Algorithms and Data Structures intended to assist graduates when doing technical interviews.
- Guiding students through our whiteboard problem curriculum consisting of problems similar to those students receive in interviews.
- Lectures on interviewing.
- Lectures on negotiation.
- Providing weekly coaching support, including group meetings, interview preparation sessions, individual check-ins, group pairboarding, team debugging, and mock interviews.

App Academy cannot and does not guarantee employment or salary.

Student Records

Student transcripts maintained electronically and permanently. All other pertinent student records and program information are maintained for a period of 5 years from the student's completion/withdrawal date. App Academy takes reasonable precautions to protect the privacy of personal student information.

Access Scholarship

The Access Scholarship allows App Academy to further its mission of building a more diverse and inclusive tech community. The scholarship, funded by a donation from Facebook, provides recipients

with $5,000 eligible towards their tuition to App Academy's Software Engineering courses. To be eligible to receive the Access Scholarship, candidates must be at least 18 years of age, self-identify as female, or self-identify as an underrepresented minority in technology (Black, Latino/Hispanic, or Native American/Native Alaskan).

Deposit Assistance Program

The Deposit Assistance Program allows App Academy's Software Engineering Program: Full-Time In-Person and Software Engineering Track: Part-Time Online to be more accessible to people from communities historically underrepresented in tech. Under the Deferred payment plans, we award deposit assistance to a limited number of students per cohort and recipients will be awarded and notified one week prior to the start date of the cohort if accepted. Students who are awarded the deposit assistance will be asked to submit a reduced deposit of $2,000 before the start of the program with a deferred payment of $26,000 for the Software Engineering Program: Full-Time In-Person or a reduced deposit of $2,000 before the start of the program with a deferred payment of $34,000 for the Software Engineering Track: Part-Time Online.

Student Rights and Grievance Procedure

This section applies to all App Academy programs.

Student Rights

Students have the right to equal opportunity education and non-discrimination based on sex, race, color, religion, ancestry, national origin, disability, medical condition, genetic information, marital status, sexual orientation, as well as any other categories protected by law of the state of California and the United States.

Students have the right to cancel or withdraw from their course, per App Academy's withdrawal and refund policy.

Students have the right to file a grievance, per App Academy's Grievance Procedure.

Internal Grievance Procedure

When students have concerns, App Academy encourages that the student discuss their concerns directly with the relevant faculty member who will attempt to resolve the situation. Should a resolution not occur, the student should provide a written description of the concern to the Lead Instructor who will investigate the student's complaint. The Lead Instructor will provide a prompt written response; App Academy attempts to resolve all complaints within 30 days. The Lead Instructor's decision is final.

External Grievance Procedure

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bppe.ca.gov.

App Academy Code of Conduct

The App Academy community is based on two foundational principles: integrity in your work and respect for others in the community. As an App Academy student, you are expected to abide by these principles at all times. Repeated failure to integrate these principles into your words and actions will result in your dismissal from App Academy.

Principle #1: Integrity in Your Work

App Academy is a rigorous, difficult program. The only way to succeed at App Academy is to give the daily assignments, readings, and lectures your full attention and focus. Additionally, the amount of effort you put into your work affects your fellow students' ability to learn and excel. For these reasons, we require that you abide by the following guidelines while at App Academy.

Academic Integrity Guidelines

1. **Be on time.** To fully participate in the day's work, you must be present and manually checked in at the correct times.
   a. Software Engineering Track - Full-Time Online Check-Ins:
      i. You are responsible for checking in via Progress Tracker promptly at 8am PT, after lunch at 12:30pm PT, and after the afternoon break at 3pm PT.
   b. Software Engineering Track: Part-Time Online Part Time Check-Ins:
      i. You are responsible for checking in via Progress Tracker promptly at the start of each learning session.
   c. Full-Time Software Engineering Program: Full-Time In-Person
      i. You are responsible for checking in via Progress Tracker promptly at 9am PT, after lunch at 1:30pm PT, and after the afternoon break at 4pm PT.
2. **Complete your work**. To the very best of your ability, you must complete all assigned readings, coding challenges and projects, and video lectures in a timely manner. Failing to do the readings or view the lectures for the following day pulls not only you, but your coding partner for the day down. Additionally, App Academy's curriculum is cumulative -- if you fall behind, you will continue to find yourself more and more behind as the program progresses. Stay on top of the work.
3. **Prioritize understanding over brute force completion.** This guideline may seem counterintuitive to the previous guideline, but what matters most in this program is a firm understanding of the concepts at hand. If you must make a choice between completion without understanding and understanding without completion, always choose the latter. It is not acceptable to walk away from your work without making every effort to thoroughly understand and complete the tasks at hand.
4. **Do not plagiarize.** While it is both normal and acceptable to view other code bases to find inspiration for your own work, plagiarism is not tolerated. Any act of plagiarism is deemed an infraction of the code of conduct and may result in immediate dismissal from the course.
5. **Ask for help when you need it.** You will be challenged at App Academy. You will, at some point, be confused and lost. This is normal and natural. We want you to make every effort to understand on your own, but if you find yourself stuck, we also expect you to ask for help from instructional assistants, instructors, and your fellow students, so that you do not fall behind.
6. **Focus on App Academy.** App Academy is an immersive learning program, and, to ensure your success in this course, you must be focused on App Academy while in attendance.
   a. For Software Engineering Track: Full-Time Online and Software Engineering Program: Full-Time In-Person, you must be solely focused on App Academy for the duration of the program. Although it may be difficult financially, we expect that you will not hold any full or part-time work during App Academy, even if it does not directly conflict with instructional hours. Additionally, we expect that you will minimize other non-work conflicts to the best of your ability.
   b. For Software Engineering Track: Part-Time Online, you must be committed to attending every in-session day as well as completing all assigned reading and video homework outside of class. We also expect that you will minimize other non-work conflicts to the best of your ability.

App Academy Intellectual Property

Although not related directly to classroom behavior, our final note on integrity is that App Academy is granting you access to our curriculum and other proprietary materials for the sole purpose of your personal training and education. Any unauthorized uses of the curriculum are in violation of the integrity you've agreed to uphold while at App Academy, and furthermore is liable for prosecution under the fullest extent of California and Federal law.

Principle #2: Respect for Others

App Academy strives to provide an environment that is safe and supportive for all students. As a part of the App Academy community, we expect that you will help to create such an environment for your peers. Creating such a space is simultaneously simple and complex; the core principle of respect for every other person in this space is what should guide your behavior. At times, it may not be clear to you how to best act out that respect. We ask that all students mold their behavior and words to the following guidelines.

Guidelines for Respectful Behavior

1. **Treat your coding partners with professionalism**. You will spend the vast majority of your time at App Academy pair programming, usually with a new partner each day. You may not like each person you work with, however, you are expected to treat each other with the same professionalism you would treat a colleague in the workplace.If you encounter conflict, we expect you to address it in a mature, respectful way, just as you would on the job. If you find yourself unable to come to a resolution, App Academy instructional assistants and instructors can act as mediators -- however, we encourage you to view difficult partner experiences as practice for the professional world, and make every effort to come to a consensus before getting staff involved.

2. **Take feedback with grace**. In the intense App Academy environment, all of our flaws and bad habits tend to surface. If a fellow student or a staff member points out an area in which you can improve either technically or interpersonally, we expect that you will listen with open ears and incorporate this feedback into your work and behavior as best as possible. Defensiveness is not productive and has no place at App Academy. We encourage you to view these moments as challenges to be faced head-on; constructive feedback is a gift to you and gives you a chance to reflect and improve.

3. **Give feedback with empathy**. Receiving critical feedback can be challenging, and we expect you to recognize that when offering it. Before approaching a fellow student with advice for improvement, reflect thoughtfully and find phrasing that tells your peer three things: concrete example(s) of their problematic behavior, the way(s) in which this behavior impacted you as a partner or peer, and concrete actions they can take in the future to improve upon this behavior. If you are struggling to find the right words, App Academy staff are available as sounding boards.

4. **Exercise self-awareness in your interactions with others**. It is very easy to become self-involved and tunnel-visioned in the midst of the intense stress and workload of App Academy. We expect, however, that you will take on the additional challenge of maintaining a

high level of empathy and self-awareness towards your fellow students. Ask yourself frequently how your words and actions are affecting the people around you. Reflect on your own biases (which we all hold); are you treating people differently based on a characteristic such as gender, physical appearance, race, or something else? If you find this to be the case, step back and think about how you can do better.

5. **Treat the App Academy workspace as you would a professional working environment.** We expect that you will treat the App Academy virtual learning space, including Zoom main rooms, Zoom breakout rooms, Slack, and all other spaces, just as you would your desk or office at your job. Ensure you have an appropriate camera background, being mindful that it is free of any hate speech and that there is nothing political, culturally inappropriate, nor sexually explicit in view.

6. **Treat every member of the App Academy community with a high level of respect, as you would want to be treated**. All members of our community -- staff, students, and alumni -- are expected to treat all others in the community respectfully, regardless of their backgrounds, performance in the course, interpersonal conflicts that may have arisen in the past, or any personal characteristics such as gender, race, sexual orientation, trans status, religion, national origin, body size or shape, or disability status. For more detail on this, see the guidelines on Unacceptable Behaviors below.

Unacceptable Behaviors

App Academy is dedicated to creating a space that is supportive for all members of our community, regardless of their gender, race, religion, national origin, body size or shape, trans status, sexual orientation, disability status, or any other personal characteristic that may marginalize them in some way. A key piece of creating this space is to actively address any harassment that arises. Harassment can take many forms, including:

1. **Cyber and sexual harassment**. Cyber harassment includes unconsented conduct such as threatening another person through email, chat, slack, or to blog entries or websites that are dedicated towards tormenting or harassing an individual.
   Sexual harassment includes non-consensual sexual comments, sexual advances through chat, email, Slack, or on camera, and stalking behavior (regardless of the genders of the harasser and the harassee). Additionally, overtly sexual images, jokes, or discussions constitute sexual harassment, even if the behavior is not directed toward a particular individual, regardless of the space used. Physical and sexual harassment has no place at App Academy and is grounds for immediate dismissal from the program.

2. **Overt verbal harassment**. This includes insulting a fellow student, aggressively cursing at another person (i.e., not just including a curse word in your speech, but attacking another with these words), and using your words to demean another person. Using racial epithets, hate speech, slurs directed at a marginalized group, or other language meant to demean another person based on their status in a marginalized group is also considered overt verbal harassment. Depending on the severity of the offense, verbal harassment may either be grounds for dismissal or, in less serious cases, may require intervention as outlined in the Resolution Process below.

3. **Substance use.** Our policy in this critical area of alcohol and drug use is motivated not only by respect for the law but also by a genuine concern for the physical, psychological and emotional well being for all our students. Students are expected to refrain from all substance use both on camera and during in-session hours. This includes smoking or vaping on camera (you can smoke/vape during breaks and lunch if you choose to do so), drinking alcohol, using drugs, as well as having drug paraphernalia visible.

4. **Inadvertently exclusionary language/behavior ("microaggressions").** This behavior is harder to pinpoint, but can be just as damaging as overt harassment, particularly if it occurs many times over. Exclusionary language and behavior, sometimes referred to as microaggressions, result when one person has an internalized bias against a marginalized group such as women, people of color, queer people, etc., and interacts with a member of that group in a subtly derogatory way. By their nature, microaggressions are subtle and sometimes even well-meaning. However, to create a community that is truly inclusive of everyone, it is important for all App Academy staff, students, and alumni to confront the biases that lead to these microaggressions.

Reports of exclusionary behavior such as those outlined above will be addressed promptly using the Resolution Process, outlined below.

The Resolution Process

App Academy takes a restorative approach to resolving any issues of inappropriate, exclusionary, or harassing behavior behavior, meaning that we seek to fully resolve any incidents to the satisfaction of any and all parties harmed by the behavior, and pending this resolution, we seek to reintegrate all persons into our community whenever possible. That being said, the safety of our community comes first, and we will dismiss any person who is deemed to be an ongoing threat to the safety of the App Academy community. More information about the disciplinary committee in this guide.

The process for reporting Code of Conduct violations at App Academy is as follows:

1. **Reporting Violations to the Code of Conduct.** Students who wish to report behavior that is inappropriate, harassing, or in any way in violation of the guidelines outlined above may do so anonymously or non-anonymously using this form. Your report is fully anonymous unless you choose to include your name in the report -- no staff member at App Academy will be able to tell who submitted the report.

2. **Addressing Anonymous Reports.** If a report is submitted anonymously, App Academy staff will speak with the accused harasser as soon as possible. Staff will gather as much information as possible, and decide on consequences that will resolve the inappropriate behavior in a productive way. These consequences may include required readings on the subject of the harassment, such as implicit bias, sexism, racism, etc., daily check-ins with staff about what the student in question is doing to do better with future coding partners, etc. In severe cases, the student may be dismissed from App Academy.

3. **Addressing Non-Anonymous Reports.** If you include your name in your report, App Academy staff will first follow up with you to decide next steps. We believe that as the affected party, you have the right to have a say in how such incidents are resolved. You will be invited (but not required) to sit down with the student whose behavior you've reported for a mediation and/or to suggest consequences that will productively resolve the incident. Thereafter, App Academy staff will speak with the student in question to discuss these consequences and/or mediate a discussion between the two of you.

4. **Expulsion from App Academy.** Whenever possible, App Academy seeks to reintegrate students who are found in violation of the Code of Conduct into the community. However, we will not do so if it puts other students at risk or if the student in question is unwilling to follow through with assigned consequences that resulted from the incident. In cases where reintegration is not possible, students who are found to be in violation of this policy will be (and have been in the past) dismissed from App Academy. **Should you be dismissed because of unacceptable behavior, you will be charged prorated tuition.**

   a. *Software Engineering Program: Full-Time In-Person*. You will either be invoiced or refunded based on our Refund Policy.
   b. *Software Engineering Track: Full-Time Online.* You will either be invoiced or refunded based on our Refund Policy.
   c. *Software Engineering Track: Part-Time Online.* You will either be invoiced or refunded based on our Refund Policy.
   d. *Bootcamp Prep In-Person & Bootcamp Prep Online.* You will be refunded per our Refund Policy.

Strike Policy

Strikes are an integral part of all of App Academy's programs. Please review the following information on App Academy's policy of assigning strikes ("Strike Policy") carefully. The purpose of the strike system is to help hold the Student accountable for the responsibilities needed to successfully complete the program.

Software Engineering Program: Full-Time In-Person

Assessments. During Part 1 of the Software Engineering Program: Full-Time In-Person, students' academic performance will be measured using assessments and daily interactions with instructors. Students that do not achieve a specified minimum passing score in each assessment administered during Part 1 will be subject to academic probation that could include being deferred to a later cohort.

Following Part 1, App Academy reserves the right to dismiss any student who fails two assessments or is disruptive to the learning environment by not following the Code of Conduct. Cheating on any assessment is grounds for immediate dismissal from App Academy.

Students are able to view their assessment scores immediately after they've been graded. These assessments are designed to gauge how well students have mastered the material and whether or not they are keeping up with the work. There is no overlap in assessments, so students will always be aware if they have failed an assessment before they have to take another one.

Each student will be allowed to fail one assessment and retake one assessment. The retake assessment will be a different version but similar material and difficulty. The retake will occur the same day after lunch. If a student passes a retake, they will continue on in the class. If they fail the retake, App Academy will ask them to leave. Once a student has retaken an assessment, they shall receive no more second chances and subsequent failures will result in the student being asked to leave the course.

In rare circumstances, if the educator believes the student's excessive failures are anomalous based on classroom performance, it is within their discretion to provide additional retakes.

Students can also be dismissed if they fail to fulfill the requirements of their job search agreement. Requirements include, but are not limited to: checking in regularly with their career coach and applying to the minimum number of jobs per week.

Coding Curriculum Strikes. In addition to assessments, instructors and TAs may assign "strikes" for behaviors in violation of the guidelines outlined above. Strike-worthy offenses include (but are not limited to) missing roll call, having your phone or laptop out during class time, and failure to turn in required assignments. Accruing 10 strikes during the coding curriculum is grounds for dismissal.

Job Search Curriculum Strikes. After the conclusion of the coding curriculum, Students will enter the job search curriculum. Coding curriculum strikes will be nullified at this time, and students will become accountable to the job search strike system until they either accept a certified job or the Eligible Period has passed.

Strike-worthy offenses during the job search curriculum include (but are not limited to) failure to respond to emails from your career coach, missing roll call, missing deadlines set by your career coach, and leaving the job search area without the approval of your coach. Starting Week 14 of the course through 21 months after the last day of the course, accruing 10 strikes is grounds for App Academy to charge you the overall tuition obligation up to $28,000.

Software Engineering Track: Full-Time Online

Online Full-Time Track Strikes ("Web Development Strikes"). In addition to assessments and portfolio projects, instructors and TAs may assign "strikes" for behaviors in violation of the Code of Conduct. Strike-worthy offenses include (but are not limited to) missing roll call, having your phone out during class time, and failure to turn in required assignments. Accruing 10 strikes or more during Weeks 1-24 is grounds for dismissal.

Job Search Period Strikes ("Interview Preparation Strikes"). Upon starting the Job Search Period, a Student's strike count from the Software Engineering Track: Full-Time Online is reset to zero (0).

- Strike-worthy offenses include (but are not limited to) not applying to the minimum number of jobs suggested by the career coach, missing a scheduled meeting with the career coach (with less than a 24 hour cancellation notice), failure to turn in required assignments, failure to perform other job search related activities suggested by the career coach.
- A Student on an Upfront Tuition Plan that accumulates strikes in excess of a number predetermined by App Academy ("Maximum Strike Number") will no longer be eligible for Job Search Assistance from App Academy.
- For a Student on a Deferred Tuition Plan that accumulates strikes in excess of the Maximum Strike Number during the Job Search Period, App Academy reserves the right to charge the Student the total payment obligation depending on Student's tuition plan, as specified by the Enrollment Agreement.

The following is a non-exhaustive list of Interview Preparation Strikes:

1) **Job Application Logging**

   For the duration of the Job Search Period, the Placements Team will outline for the Student a target number of application submissions per week, and the Student is required to keep a log of these job applications as well as the amount of time that is spent across different job search

activities, such as studying, networking, attending events, etc. Student is also required to log any phone calls, video conference interviews, on-site interviews, and offers. This log must be kept accurate and up-to-date. If App Academy determines that a Student's log is not up-to-date, the Student may be assessed up to two strikes, per occurrence, depending on the severity of the violation.

2) **Email Responsiveness**

The Student is required to respond promptly to App Academy staff. All emails, messages (e.g. Slack), and phone calls from App Academy staff must be returned by the end of the next business day. If App Academy determines that the Student has not replied by the end of the next business day, Student may be assessed up to two strikes, per occurrence.

3) **Meetings**

The Student is required to meet with App Academy staff if requested. If a meeting is scheduled with App Academy staff, failure to attend without 24-hour advance notice may result in up to two strikes.

4) **Additional Requirements and Assigned Work**

App Academy staff may assign the Student tasks related to their job search and set deadlines for this work to be completed. For example, App Academy staff may ask the Student to write and submit a resume by a specified date. As another example, App Academy staff may require the Student to apply to a specified number of job opportunities over a prescribed period of time. If the assigned work is not completed to the satisfaction of App Academy staff by the specified date, App Academy may assess the Student up to two strikes.

5) **Requests for Non-Financial & Financial Documentation**

App Academy may request any documentation from the Student that it considers necessary in order to verify their compliance with the requirements of the Tuition Forgiveness Agreement, if any. App Academy's requests for documents will specify a due date. If App Academy determines that the Student has not submitted the requested documents by the specified date, App Academy will assess the Student up to two strikes.

Software Engineering Track: Part-Time Online

Online Part-Time Track Strikes ("Web Development Strikes"). In addition to assessments and portfolio projects, instructors and TAs may assign "strikes" for behaviors in violation of the guidelines outlined above. Strike-worthy offenses include (but are not limited to) missing roll call, having your phone out during class time, and failure to turn in required assignments. Accruing 10 strikes or more strikes during Weeks 1-48 is grounds for dismissal.

Job Search Period Strikes ("Interview Preparation Strikes"). Upon starting the Job Search Period, a Student's strike count from the Software Engineering Track: Part-Time Online is reset to zero (0).

- Strike-worthy offenses include (but are not limited to) not applying to the minimum number of jobs suggested by the career coach, missing a scheduled meeting with the career coach (with less than a 24-hour cancellation notice), failure to turn in required assignments, failure to perform other job search related activities suggested by the career coach.
- A Student on an Upfront Payment Plan that accumulates strikes in excess of a number predetermined by App Academy ("Maximum Strike Number") will no longer be eligible for Job Search Assistance from App Academy.
- For a Student on an ISA Payment Plan that accumulates strikes in excess of the Maximum Strike Number during the Job Search Period, App Academy reserves the right to charge the Student the total payment obligation depending on Student's payment plan, as specified by the Enrollment Agreement.

The following is a non-exhaustive list of Interview Preparation Strikes:

1. **Job Application Logging**

   For the duration of the Job Search Period, the Placements Team will outline for the Student a target number of application submissions per week, and the Student is required to keep a log of these job applications as well as the amount of time that is spent across different job search activities, such as studying, networking, attending events, etc. Student is also required to log any phone calls, video conference interviews, on-site interviews, and offers. This log must be kept accurate and up-to-date. If App Academy determines that a Student's log is not up-to-date, the Student may be assessed up to two strikes, per occurrence, depending on the severity of the violation.

2. **Email Responsiveness**

   The Student is required to respond promptly to App Academy staff. All emails, messages (e.g. Slack), and phone calls from App Academy staff must be returned by the end of the next business day. If App Academy determines that the Student has not replied by the end of the next business day, Student may be assessed up to two strikes, per occurrence.

3. **Meetings**

The Student is required to meet with App Academy staff if requested. If a meeting is scheduled with App Academy staff, failure to attend without 24-hour advance notice may result in up to two strikes.

4. **Additional Requirements and Assigned Work**

App Academy staff may assign the Student tasks related to their job search and set deadlines for this work to be completed. For example, App Academy staff may ask the Student to write and submit a resume by a specified date. As another example, App Academy staff may require the Student to apply to a specified number of job opportunities over a prescribed period of time. If the assigned work is not completed to the satisfaction of App Academy staff by the specified date, App Academy may assess the Student up to two strikes.

5. **Requests for Non-Financial & Financial Documentation**

App Academy may request any documentation from the Student that it considers necessary in order to verify their compliance with the requirements of the Tuition Forgiveness Agreement, if any. App Academy's requests for documents will specify a due date. If App Academy determines that the Student has not submitted the requested documents by the specified date, App Academy will assess the Student up to two strikes.

Bootcamp Prep In-Person
App Academy reserves the right to dismiss any student who is disruptive to the learning environment by not following the Code of Conduct. While students cannot be dismissed from Bootcamp Prep due to underperformance, they *can* be dismissed for poor attendance and/or a lack of commitment to making academic progress, shown by actions such as not attending office hours or responding to feedback about their underperformance.

Bootcamp Prep Online
App Academy reserves the right to dismiss any student who is disruptive to the learning environment by not following the Code of Conduct. Bootcamp Prep Online students share an online community where they are able to ask for help, and they can be dismissed if they abuse this community.

Additionally, students are given two months to complete the Bootcamp Prep Online curriculum. If they haven't submitted an assignment in over two weeks, the instructional team will message them. If the student does not complete the course within two months, they will no longer be eligible for a potential refund.

Cancellation, Withdrawal, and Refund Policies

Cancellation

For the Software Engineering Program: Full-Time In-Person, Software Engineering Track: Full-Time Online, Software Engineering Track: Part-Time Online,and Bootcamp Prep In-Person, you have the right to cancel the Enrollment Agreement, without any penalty or obligation, and obtain a refund of charges paid through attendance at the first class session or seven days after enrollment, whichever comes later (the "cancellation deadline").

For Bootcamp Prep Online, you have the right to cancel the Enrollment Agreement and obtain a refund of charges paid through the seventh day after enrollment.

A student's cancellation is effective when he/she provides written notice of their cancellation. This should be submitted in writing to the Admissions Department at admissions@appacademy.io or by mail to 825 Battery St 3rd Floor, San Francisco, CA 94111.

Upon proper and timely cancellation, App Academy shall refund the Student any tuition payments made, within 45 calendar days after the receipt of the notice of cancellation.

Withdrawal

A Student has the right to withdraw from the school at any time after the Cancellation Period (described above). Refunds for withdrawals are determined in accordance with the Refund Policy (described below). For the purpose of determining a refund under this section, a student shall be deemed to have withdrawn from a course of instruction when any of the following occurs:

- The student notifies the institution in writing of the student's withdrawal or as of the date of the student's withdrawal, whichever is later. The notification is effective on the date the notice is sent. The failure of a student to immediately notify the school in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to state laws.
- 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 official termination date of enrollment shall be the student's last day in class. Students who withdraw due to an emergency, such as personal or family illness or national service, may be re-enrolled into another App Academy course following approval by the Instructional Manager.

Withdrawals should be submitted in writing to the Student Resource Coordinator and/or their assigned cohort mentor or by mail to 825 Battery St 3rd Floor, San Francisco, CA 94111.

Refund Policy

During the Cancellation Period:
Enrolled students who withdraw voluntarily before the first day of instruction or seven days after enrollment (whichever is later) will receive a refund of their tuition paid.

Software Engineering Program: Full-Time In-Person
After the Cancellation Period (Including Cases of Dismissal and Cases of Disciplinary Dismissal):
If the Student withdraws or is dismissed from the program for any reason after the Cancellation Period and completes days equaling less than 60% of the course, the Student will either be invoiced a prorated amount of tuition ($350/business day) based on the total number of days the student has completed or will receive a refund if the invoice amount is less than the total fees collected to date. If a student withdraws or is dismissed after days equaling 60% or more of the course, they can be held liable for the full tuition amount ($28,000). For purposes of the Refund Policy, "days completed" shall mean days of the Software Engineering Program: Full-Time In-Person when a student was in the program as of the start date, but shall exclude days a student was in the program if the student subsequently repeated those same days as a result of any App Academy initiated deferral.

Software Engineering Track: Full-Time Online
After the Cancellation Period (Including Cases of Dismissal and Cases of Disciplinary Dismissal):
If the Student withdraws or is dismissed from the program for any reason after the Cancellation Period and completes fewer than 72 out of 120 days equaling less than 60% of the course, the Student will either be invoiced a prorated amount of tuition ($258/business day) based on the total number of days the student has completed or will receive a refund if the invoice amount is less than the total fees collected to date. If a student withdraws or is dismissed after completing 72 days or more equaling 60% or more of the course, they can be held liable for the full tuition amount ($31,000). For purposes of the Refund Policy, "days completed" shall mean days of the Software Engineering Track: Full-Time Online when a student was in the program as of the start date, but shall exclude days a student was in the program if the student subsequently repeated those same days as a result of any App Academy initiated deferral.

Software Engineering Track: Part-Time Online
After the Cancellation Period (Including Cases of Dismissal and Cases of Disciplinary Dismissal):
If the Student withdraws or is dismissed from the program for any reason after the Cancellation Period and completes fewer than 144 out of 240 days equaling less than 60% of the course, the Student will either be invoiced a prorated amount of tuition ($150/business day) based on the total number of days the student has completed or will receive a refund if the invoice amount is less than the total fees collected to date. If a student withdraws or is dismissed after completing 144 days or more equaling 60% or more of the course, they can be held liable for the full tuition amount ($36,000). For purposes of the Refund Policy, "days completed" shall mean days of the Software Engineering Track: Part-Time

Online when a student was in the program as of the start date, but shall exclude days a student was in the program if the student subsequently repeated those same days as a result of any App Academy initiated deferral.

<u>**Bootcamp Prep In-Person**</u>
After the Cancellation Period (Including Cases of Dismissal and Cases of Disciplinary Dismissal):
If the Student Withdraws or is Dismissed from the program for any reason after the Cancellation Period and completes days equaling less than 60% of the course, the Student will receive a pro-rata refund based on the number of days they were enrolled in the course. If a student withdraws or is dismissed after completing days equaling 60% or more of the course, they can be held liable for the full tuition amount ($2,999).

<u>**Bootcamp Prep Online**</u>
After the Cancellation Period:
If the Student withdraws or is dismissed after the Cancellation period, they are not eligible for a refund.

Dismissal

App Academy reserves the right to terminate a student's enrollment or dismiss the student from the course for failure to follow the terms of their enrollment agreement, including but not limited to Code of Conduct violations or attendance issues. See withdrawal and refund policies for refund details.

Refund Disclosure

The failure of a student to immediately notify the Admissions Department in writing of the student's intent to withdraw may delay a refund of tuition to the student pursuant to Section 5002(3) of the Education Law.

Tuition and Fees

Bootcamp Prep In-Person

Tuition & Fees	Cost
Tuition	$2,999
Student Tuition Recovery Fund (STRF)	$1.50*
Total Cost:	$2,999**

*STRF: $0.50 for every $1,000 of tuition rounded to the nearest $1,000. This is a non-refundable fee.

**Full tuition is due 7 (seven) days from the date of acceptance into Bootcamp Prep (the date listed in the Student's acceptance email)

Students in both Bootcamp Prep In-Person and Bootcamp Prep Online are eligible to receive a full refund if they are not accepted into one of the bootcamps below:
- App Academy
- Hack Reactor
- Lambda School
- Flatiron School
- Rithm School
- Fullstack Academy

If students follow the requirements of their Enrollment Agreement and do not get into one of the six listed bootcamps, they will be refunded their tuition. Refunds will not be issued until documentation of all denials are received.

Bootcamp Prep Online

In addition to the curriculum of Bootcamp Prep Online, App Academy also offers two deluxe tiers of additional services to help students get exactly what they want out of the program.

Services	Standard	Plus	Premium
Tuition*	$995	$1795	$3795
STRF**	$0.50	$1.00	$2.00
Total Cost	$995	$1795	$3795
Eligible Bootcamp	● App Academy	● App Academy	● App Academy

List***	• Hack Reactor • Lambda School • Flatiron School • Rithm School • Fullstack Academy	• Hack Reactor • Lambda School • Flatiron School • Rithm School • Fullstack Academy	• Hack Reactor • Lambda School • Flatiron School • Rithm School • Fullstack Academy
Tutoring Hours	2	6	10
Interview Prep Hours	1	2	4
Chat Support	✔	✔	✔
Personal Assessment Feedback	✘	✔	✔
Priority Email Response	✘	✔	✔
Priority Application Review	✘	✔	✔

*Full tuition is due 7 (seven) days from the date of acceptance into Bootcamp Prep Online (the date listed in the Student's acceptance email).
**STRF: $0.50 for every $1,000 of tuition rounded to the nearest $1,000. This is a non-refundable fee.
***Eligible Bootcamp List applies to a student's eligibility for a full refund if they do not get into one of the bootcamps listed.

If students follow the requirements of their Enrollment Agreement and do not get into one of the listed bootcamps for their selected offering, they will be refunded their tuition.

Software Engineering Program: Full-Time In-Person

App Academy prides itself on providing a quality education that can help our students get hired. As part of that commitment, we allow students the option to defer their total charges for a period of attendance (i.e., tuition) until after graduation and a triggering event.

App Academy's tuition is based on the success of the Student's job search. Our model ensures that all App Academy staff are dedicated to developing skilled engineers who can find a job after graduation.

Table 1: Description of Payment Options

Payment Options	Description	Initial Payment(s)	Deposit	Remaining Payment(s)	Overall Tuition Obligation	Key Information

Standard Deferred Plan	Student pays deposit but makes no other payments until accepting a job.	N/A	Upon signing the acceptance contract: initial **$1,250** deposit 1 week before the program start date: additional **$1,750** deposit	Students are responsible for paying the remaining tuition (**$25,000**) after they secure a job according to a flexible payment schedule based on their first year salary.	**$28,000**	Student is eligible to have the balance of their tuition obligation (**$25,000**) waived and their Deposit (**$3,000**) refunded, based on the outcome of their job search.
Alternate #1 Hybrid Plan	Student pays initial payments but makes no other payments until accepting a job.	Upon signing the acceptance contract: initial **$3,000** payment 1 week before the program start date: additional **$6,000** payment	N/A	Students are responsible for paying the remaining tuition (**$14,000**) after they secure a job according to a flexible payment schedule based on their first year salary.	**$23,000**	Once Student has completed the in-person training curricula, the Initial Payments (**$9,000**) are no longer eligible for refund. However, Student is still eligible to have the balance of their tuition obligation (**$14,000**) waived based on the outcome of their job search.
Alternate #2 Upfront Plan	Student pays initial payment and makes a full tuition payment before the program start date.	Upon signing the acceptance contract: **$5,000** 1 week before the program start date: additional **$12,000** payment	N/A	N/A	**$17,000**	Once Student has completed the in-person training curricula, the total upfront payments (**$17,000**) are no longer eligible for refund.

Table 2: Full cost of course by Payment Option

Payment Options	Student Tuition Recovery Fund (STRF)*	Tuition**	Upfront Payment Discounts	Full cost of course
Standard Deferred Payment Plan	$14	$28,000	$0	$28,000
Alternate #1 Hybrid Payment Plan			$5,000	$23,000

a/A

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Alternate #2 Upfront Payment Plan			$11,000	$17,000

* Non-refundable

**As assessed for the purposes of calculating the STRF contribution requirement; current STRF is $0.50 for every $1,000 of tuition.

Table 3: Tuition Resolution Event Chart

Under the Standard Plan and Alternative Payment Plan #1, the Student's tuition obligation and payment schedule is determined after the Student experiences one of the following Resolution Events:

Tuition Resolution Event	Tuition Forgiven		Final Tuition Obligation	
	Standard Plan	Alternative Payment Plan #1	Standard Plan	Alternative Payment Plan #1
Student accepts a certified job	$0	$0	$28,000	$23,000
Student withdraws from the course	See Refund Policy			
Student is dismissed from the course	See Refund Policy			
Student fails to job search in good faith for the entirety of their Eligible Period	$0	$0	$28,000	$23,000
Student job searches in good faith for the entirety of their Eligible Period and has received but not accepted at least one certifiable job offer	$25,000	$14,000	$3,000	$9,000
Student job searches in good faith for the entirety of their Eligible Period but has not received at least one certifiable job offer	$28,000	$14,000	$0 (Student receives full refund)	$9,000

The Student's deposit and/or initial payments shall be applied toward the final tuition obligation (if any) the Student has to App Academy.

Payment Under Standard & Hybrid Plan

Once the Student's tuition is determined, the student must pay their tuition obligation. The Student's payments shall begin no later than 14 days after the Student's tuition has been determined.

A student's payment schedule depends on their plan and the nature of their Tuition Resolution Event:

Standard Plan ("Deferred")

If the Student accepts a certified job within the Eligible Period and total first-year base salary is less than $75,000:
1. **$5,500** due within 14 days of tuition resolution (Student's deposit is applied to this obligation), and
2. **$1,875** due the first day of every following month until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is greater than or equal to $75,000 but less than $100,000:
1. **$5,500** due within 14 days of tuition resolution (Student's deposit is applied to this obligation), and
2. **$2,250** due the first day of every following month until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is greater than or equal to $100,000:
1. **$5,500** due within 14 days of tuition resolution (Student's deposit is applied to this obligation), and
2. **$2,812.50** due the first day of every following month until the tuition obligation is fulfilled

If the Student fails to search in good faith for the entirety of the Eligible Period:
1. **$28,000** due immediately (Student's deposit is applied toward this obligation)

Alternate Plan #1 ("Hybrid")

If the Student accepts a certified job within the Eligible Period:
1. **$2,000** due within 14 days of tuition resolution, and
2. **$2,000** due the first day of every following month until the tuition obligation is fulfilled

If the Student fails to search in good faith for the entirety of the Eligible Period:
1. **$23,000** due immediately (Student's initial payments are applied toward this obligation)

App Academy may extend payment terms to accommodate Student hardships. In no event shall an invoice due date be extended more than 365 days past the original due date.

Full Refund Stipulations

App Academy will provide a full refund of the Student's deposit **IF** the Student does not successfully receive at least one (1) offer for employment in the software development field or at a technology company within their Eligible Period **AND (2)** the Student completed the course, complied with the terms and conditions as stipulated in the Enrollment Agreement, Course Rules, Job Search Agreement, Job Search Acknowledgement, and General Terms & Conditions, **AND (3)**, did not receive a stake of at least 1% of the equity (whether their shares are vested or unvested) or options to purchase equity (vested or unvested) in a corporation.

Software Engineering Track: Full-Time Online

App Academy prides itself on providing a quality education that can help our students get hired. As part of that commitment, we allow students the option to defer their tuition until after graduation and a triggering event.

App Academy's tuition is based on the success of the Student's job search. Our model ensures that all App Academy staff are dedicated to developing skilled engineers who can find a job after graduation.

Table 1: Description of Payment Options

Payment Options	Description	Initial Payment(s)	Remaining Payment(s)	Overall Tuition Obligation	Key Information
Standard Deferred Plan	Student makes no payments until accepting a job.	$0	Student is responsible for paying the remaining tuition (**$31,000**) after they secure a job according to a flexible payment schedule.	**$31,000**	Student is eligible to have the balance of their tuition obligation (**$31,000**) waived based on the outcome of their job search.
Alternate #1 Upfront Plan	Student pays initial payment and makes a full tuition payment before the program start date.	Upon signing the acceptance contract: **$5,000** 1 week before the program start date: additional **$15,000** payment	N/A	**$20,000**	Once Student has completed the online training curricula, the total upfront payments (**$20,000**) are no longer eligible for refund.

Table 2: Full Cost of Course by Payment Option

Payment Options	Student Tuition Recovery Fund (STRF)*	Tuition**	Upfront Payment Discounts	Full cost of course
Standard Deferred Payment Plan	$15.50	$31,000	$0	$31,000
Alternate #1 Upfront Payment Plan			$11,000	$20,000

* Non-refundable
**As assessed for the purposes of calculating the STRF contribution requirement; current STRF is $0.50 for every $1,000 of tuition.

Table 3: Tuition Resolution Event Chart

Under the Standard Plan, the Student's tuition obligation and payment schedule is determined after the Student experiences one of the following Resolution Events:

Tuition Resolution Event	Tuition Forgiven	Final Tuition Obligation
	Standard Plan	
Student accepts a certified job	$0	$31,000
Student withdraws from the course	See Refund Policy	
Student is dismissed from the course	See Refund Policy	
Student fails to job search in good faith for the entirety of their Eligible Period	$0	$31,000
Student job searches in good faith for the entirety of their Eligible Period and has received but not accepted at least one certifiable job offer	$31,000	$0
Student job searches in good faith for the entirety of their	$31,000	$0 (Student

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Eligible Period but has not received at least one certifiable job offer		receives full refund)

The Student's deposit and/or initial payments shall be applied toward the final tuition obligation (if any) the Student has to App Academy.

Payment Under Standard Plan

Once the Student's tuition is determined, the student must pay their tuition obligation. The Student's payments shall begin no later than 14 days after the Student's tuition has been determined.

A student's payment schedule depends on their plan and the nature of their Tuition Resolution Event:

Standard Plan ("Deferred")

If the Student accepts a certified job within the Eligible Period
   1. **$861.11** due 14 days after job start date and subsequent invoices due the first day of every following month for a total of 36 months until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is more than $75,000 but less than $100,000:
   1. **$1,291.67** due 14 days after job start date and subsequent invoices due the first day of every following month for a total of 24 months until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is more than $100,000
   1. **$1,722.22** due 14 days after job start date and subsequent invoices due the first day of every following month for a total of 18 months until the tuition obligation is fulfilled

If the Student fails to search in good faith for the entirety of the Eligible Period:
   1. **$31,000** due immediately (Student's deposit is applied toward this obligation)

App Academy may extend payment terms to accommodate Student hardships. In no event shall an invoice due date be extended more than 365 days past the original due date.

Full Refund Stipulations

App Academy will provide a full refund of the Student's deposit **IF** the Student does not successfully receive at least one (1) certified offer for employment within their Eligible Period **AND (2)** the Student completed the course, complied with the terms and conditions as stipulated in the Enrollment Agreement, Course Rules, Tuition Forgiveness Agreement, and General Terms & Conditions, **AND (3)**,

did not receive a stake of at least 1% of the equity (whether their shares are vested or unvested) or options to purchase equity (vested or unvested) in a corporation during their Eligible Period.

Software Engineering Track: Part-Time Online

App Academy prides itself on providing a quality education that can help our students get hired. As part of that commitment, we allow students the option to defer their total charges for a period of attendance (i.e., tuition) until after graduation and a triggering event.

App Academy's tuition is based on the success of the Student's job search. Our model ensures that all App Academy staff are dedicated to developing skilled engineers who can find a job after graduation.

Table 1: Description of Payment Options

Payment Options	Description	Initial Payment(s)	Remaining Payment(s)	Overall Tuition Obligation	Key Information
Standard Deferred Payment Plan	Student makes no payments until accepting a job.	Upon signing the Enrollment Agreement: **$3,000**	Students are responsible for paying the remaining tuition (**$33,000**) after they secure a job according to a flexible payment schedule.	**$36,000**	Student is eligible to have the balance of their tuition obligation (**$36,000**) waived based on the outcome of their job search.
Alternate #1 Upfront Payment Plan	Student pays the initial payment and makes a full tuition payment before the program start date.	Upon signing the Enrollment Agreement: **$5,000** 1 week before the program start date: additional **$17,000** payment	N/A	**$22,000**	Once Student has completed the 48-week course, the total upfront payments (**$22,000**) are no longer eligible for refund.

Table 2: Full Cost of Course by Payment Option

Payment Options	Student Tuition Recovery Fund (STRF)*	Tuition**	Upfront Payment Discounts	Full cost of course

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Standard Deferred Payment Plan	$18	$36,000	$0	$36,000.00
Alternate #1 Upfront Payment Plan			$14,000	$22,000.00

* Non-refundable; see the Student Tuition Recovery Fund section below for more information

**As assessed for the purposes of calculating the STRF contribution requirement; current STRF is $0.50 for every $1,000 of tuition.

Table 3: Tuition Resolution Event Chart

Tuition Resolution Event	Tuition Forgiven	Final Payment Obligation
	Standard Deferred Payment Plan	
Student accepts a Certified Job during the Eligible Period	$0	$36,000
Student withdraws from the course	See Refund Policy	
Student is dismissed from the course	See Refund Policy	
Student fails to perform a Good Faith Job Search for the entirety of their Job Search Period and is found in violation of the Tuition Forgiveness Agreement	$0	$36,000
During the Eligible Period, Student performs work that is not certified and exceeds the Earned Income Threshold	$0	$36,000
Student opts out of performing a Good Faith Job Search at any time during the Job Search Period	$0	$36,000
During the Eligible Period, Student has received, but not accepted, at least one offer for full-time employment AND does not exceed the Earned Income Threshold	$36,000	$0
During the Eligible Period: - **Student does not receive at least one offer for a Certified Job; AND** - **does not exceed the Earned Income**	$36,000	$0

Threshold; AND - has not received legal claim to purchase at least 1% of the equity of a corporation		

**Certified Job, Job Search Period, Eligible Period, Good Faith Job Search, and Earned Income Threshold are as defined by App Academy in its Tuition Forgiveness Agreement.

The Student's deposit and/or initial payments shall be applied toward the final tuition obligation (if any) the Student has to App Academy.

Payment Under Standard Plan

Once the Student's tuition is determined, the student must pay their tuition obligation. Student's Payment Schedule depends on the Student's payment plan and the nature of Student's Tuition Resolution Event:

Standard Plan ("Deferred")

If the Student accepts a certified job within the Eligible Period and total first-year base salary is more than $50,000 but less than $75,000:
  1. **$916.67** due 14 days after job start date and subsequent invoices due the first day of every following month for a total of 36 months until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is more than $75,000 but less than $100,000:
  2. **$1,269.23** due 14 days after job start date and subsequent invoices due the first day of every following month for a total of 26 months until the tuition obligation is fulfilled

If the Student accepts a certified job within the Eligible Period and total first-year base salary is more than $100,000
  3. **$1,650.00** due 14 days after job start date and subsequent invoices due the first day of every following month for a total of 20 months until the tuition obligation is fulfilled

If the Student fails to search in good faith for the entirety of the Eligible Period:
  1. **$36,000** due immediately

App Academy may extend payment terms to accommodate Student hardships. In no event shall an invoice due date be extended more than 365 days past the original due date.

Full Refund Stipulations

App Academy will provide a full refund of the Student's deposit **IF** the Student does not successfully receive at least one (1) certified offer for employment within their Eligible Period **AND (2)** the Student completed the course, complied with the terms and conditions as stipulated in the Enrollment Agreement, Course Rules, Tuition Forgiveness Agreement, and General Terms & Conditions, **AND (3),**

did not receive a stake of at least 1% of the equity (whether their shares are vested or unvested) or options to purchase equity (vested or unvested) in a corporation during their Eligible Period.

Faculty

App Academy employs full-time and part-time instructional and non-instructional faculty. App Academy's programs are overseen by lead instructors, who have industry experience in software development. We also employ teaching assistants, who have software development experience, and are often graduates of App Academy courses who excelled and are very knowledgeable in all areas of the curriculum.

Further Information

This section applies to all of App Academy's programs.

Accreditation and Financial Aid

App Academy is not accredited by an accrediting agency recognized by the United States Department of Education. Students are not eligible for federal or state financial aid programs.

App Academy does not participate in any federal or state financial aid programs. If a student obtains a loan to pay for App Academy, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If a student receives federal student financial aid funds, the student is entitled to a refund of the money not paid from federal financial aid funds.

Licensure

None of the programs at App Academy are designed to lead to positions in a field which requires licensure in this state.

Transfer of Credit

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION. The transferability of credits you earn at App Academy is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Certificate of Completion you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the credits that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of 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 App Academy to determine if your credits will transfer.

Acceptance of Transfer Credit: App Academy does not accept transfer credits from any other institution. App Academy has not entered into a transfer or articulation agreement with any other college or university.

Bankruptcy

App Academy is not operating as a debtor in possession, nor does it have pending petitions, filed a petition, has a petition filed against it in a bankruptcy related matter within the last 5 years which has resulted in reorganization under Chapter 11 of the US Bankruptcy Code.

School Closure

If campus leadership determines a school closure or a delayed start for an instructional day is necessary for safety reasons, public transportation closure, election day or other similar events, students will be

informed via Slack, email, and/or the learning management platform as soon as possible. Campus leadership may also, in its discretion, transition the campus to remote instruction for these reasons. Any closure shall not impact credit hours required to complete the program and any impact on instruction will be addressed by the school through the provision of makeup or supplemental instruction as soon as possible.

Student Tuition Recovery Fund

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if 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. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau
2. You were enrolled at an institution or a location of the institution within 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.

6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for the STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filled a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.