

# STUDENT CATALOG

July 30, 2021 – July 30, 2022



Culver City  
400 Corporate Pointe  
Suite 300  
Culver City, CA 90230

Irvine  
300 Spectrum Center Dr  
Suite 400  
Irvine, CA 92618

Downtown Los Angeles  
777 S Alameda Street  
Floor 2  
Los Angeles, CA 90021

Remote Option  
Via Zoom Video  
Conference

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Sabio Enterprises, Inc.  
Updated October 4, 2021

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# About the Institution

Sabio Enterprises Inc., operating under the name “Sabio”, was founded on September 14, 2013 by Liliana Aide Monge and Gregorio Rojas to train highly motivated and smart individuals to become awesome exceptional technical professionals.

Sabio’s full-time Senior Instructors have an average of 10 years of industry experience. Any time you request help, it will be from an industry expert. Sabio treats students like software professional’s day one, using team-based projects for learning. Students also learn the agile and lean methodologies employed by start-ups everywhere. Our industry experts don’t have to wait to introduce the latest and greatest; we have an open and flexible curriculum that we can enhance as technology changes. We also explore bleeding-edge technologies with our fellows.

Sabio Enterprises Inc. does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C Sec. 1101 et seq.). Sabio is a private institution, that is approved to operate by the bureau, and the approval to operate means compliance with state standards as set forth in the CEC and 5,CCR.

## Council on Occupational Education

On December 5, 2019, the Council on Occupational Education accepted Sabio as a Candidate for Accreditation. Sabio can also accept veteran benefits via Post 911, Vet Tec and Vocational Rehab. Sabio is also an approved educational institution that can provide services to clients of the State of CA Department of Rehabilitation. Sabio is 100% dedicated to helping people that want to drastically change their lives via technical training. Our program is run by seasoned professionals, and we are excited to work with people that want to learn the latest and greatest technical skills that drive today’s innovation economy.

**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.**

# Contact Information

To contact Sabio via mail, regarding the institution or with any questions about the program offered, please send all correspondence directed to:

## **Sabio Enterprises, Inc.**

Attn: Liliana Monge or Gregorio Rojas  
400 Corporate Pointe  
STE 300  
Culver City, CA 90230

If you would like to visit any of the Sabio campuses, please make an appointment with Sabio CEO, Liliana Monge by calling (562) 307-7589 or by email to [liliana@sabio.la](mailto:liliana@sabio.la). To contact the Chief Academic Officer with any technical or program questions, you can email, [gregorio@sabio.la](mailto:gregorio@sabio.la) or call: 1-310-387-0920. To contact the founders of the institution you may do so at, [founders@sabio.la](mailto:founders@sabio.la) You can learn about Sabio via our website: [www.sabio.la](http://www.sabio.la). Also, to learn about our grads visit our YouTube Channel: <https://www.youtube.com/user/SabioInLa2>

# Mission & Objectives

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

# Observed Holidays

## 2021

Friday, January 1<sup>st</sup> – New Year's Day  
Monday, January 18<sup>th</sup> – Martin Luther King Day  
Monday, February 15<sup>th</sup> – Presidents Day

## 2022

Monday, January 17<sup>th</sup> – Martin Luther King Day  
Monday, February 21<sup>st</sup> – Presidents Day  
Monday, May 30<sup>th</sup> – Memorial Day

Monday, May 31<sup>st</sup> – Memorial Day

Friday, June 18<sup>th</sup> – Juneteenth Observed

Monday, July 5<sup>th</sup> – Independence Day Observed

Monday, September 6<sup>th</sup> – Labor Day

Thursday, November 11<sup>th</sup> – Veterans Day

Thursday and Friday, November 25<sup>th</sup> & 26<sup>th</sup> –  
Thanksgiving Holiday

Friday, December 22<sup>nd</sup> to 24<sup>th</sup> – Christmas Holiday

Friday, December 30<sup>th</sup> and 31<sup>st</sup> – New Year’s Holiday

Monday, June 20<sup>th</sup> – Juneteenth Observed

Monday, July 4<sup>th</sup> – Independence Day

Monday, September 5<sup>th</sup> – Labor Day

Friday, November 11<sup>th</sup> – Veterans Day

Thursday and Friday, November 24<sup>th</sup> & 25<sup>th</sup> –

Thanksgiving Holiday

Monday, December 26<sup>th</sup> – Christmas Day Observed

## Schedule of Programs

### 2021 Schedule of Programs

Sabio programs are normally offered at all three locations but due to the COVID-19 pandemic, all educational programs will be offered online via live remote.

Start Date	Full Stack Software Developer Training Program	Remote Full Stack Web Development Program (online)
January 18, 2021 – April 16, 2021	Online due to COVID-19	Online due to COVID-19
February 16, 2021 – May 15, 2021	Online due to COVID-19	Online due to COVID-19
March 15, 2021 – June 11, 2021	Online due to COVID-19	Online due to COVID-19
April 12, 2021 – August 6, 2021	Online due to COVID-19	Online due to COVID-19
May 10, 2021 – September 3, 2021	Online due to COVID-19	Online due to COVID-19
June 21, 2021 – September 17, 2021	Online due to COVID-19	Online due to COVID-19

<b>July 19, 2021 – November 12, 2021</b>	Online due to COVID-19	Online due to COVID-19
<b>August 16, 2021 – December 10, 2021</b>	Online due to COVID-19	Online due to COVID-19
<b>September 18, 2021 – January 14, 2021</b>	Online due to COVID-19	Online due to COVID-19
<b>October 11, 2021 – February 4, 2021</b>	Online due to COVID-19	Online due to COVID-19
<b>November 8, 2021 – March 4, 2021</b>	Online due to COVID-19	Online due to COVID-19
<b>December 13, 2021 – April 15, 2021</b>	Online due to COVID-19	Online due to COVID-19

## 2022 Schedule of Programs

Schedule of program start dates is subject to change visit: [www.sabio.la/schedules](http://www.sabio.la/schedules) for most accurate info

<b>Start Date</b>	<b>Full Stack Software Developer Training Program</b>	<b>Remote Full Stack Web Development Program (online)</b>
<b>January 18, 2022 – April 16, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online
<b>February 16, 2022 – May 15, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online
<b>March 15, 2022 – June 11, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online

<b>April 12, 2021 – August 6, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online
<b>May 10, 2021 – September 3, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online
<b>June 21, 2021 – September 17, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online
<b>July 19, 2021 – November 12, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online
<b>August 16, 2021 – December 10, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online
<b>September 18, 2021 – January 14, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online
<b>October 11, 2021 – February 4, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online
<b>November 8, 2021 – March 4, 2022</b>	Culver City - 400 Corporate Pointe, Suite 300, Culver City, CA 90230 Irvine - 300 Spectrum Center Dr, Suite 400, Irvine, CA 92618 Downtown LA - 777 S Alameda Street, Floor 2, Los Angeles, CA 90021	Online



# List of Approved Programs

- Advanced Digital Content Production (Part-Time)
- Blockchain Development for Developers (Part-Time) - Direct and Online
- Cloud and Distribution Network Associate
- Cybersecurity
- Digital Content Production (Part-Time)
- Entrepreneurship Program
- Full Stack Software Developer Training Program
- Part Time Full Stack Software Developer Training Program
- Remote Full Stack Software Developer Training Program (online)
- Technical Product Development via Node Full Stack Web Development Program (online & direct)

## Description of Programs

### Advanced Digital Content Production - (Part Time)

#### Course Summary

The overall objective of this Program is to build on the foundational knowledge and experience students gained in Digital Content Production by providing them with real world, project experience in digital content production. This program is offered through residential training only and is not offered through Distance Learning. Students will be evaluated on the quality of completed projects, their participation in production unit activities, presentations to the class demonstrating their familiarity with content production principles and final interviews with the Primary Instructor and Class Mentors.

#### Course Contact Hours

Total program contact hours with an instructor are 168 hours.

- Dinner and health breaks are taken throughout the day.

#### Program Learning Objectives

- Students will learn to produce content for the increasingly growing public sector field such as city governments, school districts and other government entities.
- Students will be introduced to Community Journalism and learn to produce community news content – photos, videos and news articles – also utilizing social media platforms to disseminate this information.
- Students will learn how to use digital content as a tool for advocacy and how this growing field is embracing content strategies.
- Students will learn how to use their skills to create their own digital content “business” understanding how they can leverage these skills to embark as digital entrepreneurs.

- Students who aspire to work in front of the camera will learn valuable communication skills to serve as effective hosts and/or spokespeople and also how to work effectively with on-camera “talent.”
- Aspiring writers will hone their abilities and learn how to use storytelling skills to create effective digital content.

### **Standard Occupational Classification (SOC) Codes**

A job classification under the United States Department of Labor’s Standard Occupational Classification (SOC) codes, using the Detailed Occupation (six-digit) level, for which the institution has identified in its catalog and in its employment positions list required by section 94910(f)(2) of the Code that the program prepares its graduates. Students that complete Digital Content Production and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the technical professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 27-2012 Producers and Directors
- 27-3041 Editors
- 27-3099 Media and Communication Workers, All Other
- 27-4011 Audio and Video Technicians
- 27-4012 Broadcast Technicians
- 27-4021 Photographers
- 27-4099 Media and Communication Equipment Workers, All Other

## **Blockchain Development for Developers - Part Time**

### **Program Summary**

There’s no way around it, the technological genie is out of the bottle. Blockchain technologies, such as Bitcoin, Ethereum, Litecoin, and over a thousand more, are starting to challenge the way we handle the transfer of value between individuals, the way we handle data, identity, computing, and so much more. The problem currently is that it is very difficult to find experts in this nascent and rapidly growing field of technology, and businesses who are interested in implementing blockchain into their business model are unable to find the talent they need to make it happen. This disparity between the supply of available work and the demand for blockchain developers has resulted in a massive opportunity for those willing to devote their energy to blaze the trail for the underlying technologies that will enable what is being referred to as “Internet 3.0”, the Internet of Value.

The overall objective of this Program is to provide a solid foundation for existing developers to begin participating in smart contract development, serving as a launchpad for these individuals to eventually become the experts and thought leaders needed for the upcoming wave of innovation in blockchain applications. The Program is based on the Project-Learning model, emphasizing hands-on experiences for the students utilizing state-of-the-

art tools and technologies to enable them to create, interact with, and develop software for one of the leading blockchain platforms using the industry's current best practices as a guide.

Each session of the Program (with the exception of the first session which will have a 1 hour introduction to the core concepts of blockchain before moving on to the code-along) will consist of a 15 minute recap of the previous lecture concepts, 15 minutes for questions and clarification of terms, 30 minutes of lecture introducing a new topic in blockchain development, 1.5 hours of coding along using a demo project, 20 minutes of guided exploration of the code of another example smart contract already deployed on the blockchain to analyze how other successful smart contract deployments are using the concepts that were discussed during the lecture. A coding lab assignment will be provided and explained during the last 10 minutes of session, and the submission of that lab's code for review will be required before the next lecture. Constructive feedback will be provided in written form for coding labs. The Program content relies on the whitepapers and developer documentation provided by the creators of the blockchain we will be exploring, as well as a structured compilation of the abundant and fragmented information available from various online development resources.

The coursework for this Program will consist of building 2 commonly requested smart contract templates for use in the real world. The first smart contract assignment will be the creation of a decentralized voting system. The second assignment will be to create 2 types of tokens, fungible and non-fungible(crypto collectables) following the current token standards for those token types and demonstrating the transfer of ownership between accounts.

### **Format and equipment**

Students will start practicing their smart contract skills by utilizing an online smart contract development environment called "Remix". Once the fundamentals of smart contract development have been established, each student will create a more robust developer environment using an industry standard text editor (we will be using Visual Studio Code with the appropriate smart contract plugins), NodeJS, NPM, GETH, Mist, Ganache, and the Ropsten test network.

### **Topics Covered**

- Core Concepts of Blockchain
- Core Concepts of Smart Contracts
- The FITS model of blockchain disruption
- Concepts, features, and quirks of the programming language Solidity
- Using Remix for Solidity smart contract development, testing, and deployment
- Setting up a local development environment
- Solidity tooling, frameworks, and libraries
- The Smart Contract workflow in a local development environment
- Connecting your front-end web application to the blockchain

- Common Security considerations and future proofing smart contracts.

## Course Contact Hours

Total program contact hours with an instructor are 24 hours.

- Lunch and health breaks are taken throughout the day

## Learning Objectives

After completing this 4-week Introduction to Blockchain Development For Web Developers, students will be prepared to compete for entry-level smart contract development jobs with companies or organizations who are looking to implement blockchain solutions into their business model. These developers will have the foundations necessary to be productive using the Solidity smart contract language and will be familiar with the resources that will aid them in their continuing educational journey toward mastery of their craft.

The primary objectives/outcomes for students completing this Program include:

- Be able to explain what blockchain is and why it is important using the following questions as a gauge of understanding.
- How is value currently represented in our digital world?
- What is the Internet of Value?
- What are some of the primary use cases for the blockchain data structure?
- Why was Satoshi Nakamoto's whitepaper so important?
- What are some of the primary design goal considerations for blockchain applications?
- What are the advantages and disadvantages of public vs private implementations?
- What are the key components of a blockchain that make it secure?
- What are the conditions for the blockchain to be hacked/attacked?
- What is mining, and what are some of the proposed alternative consensus algorithms for securing the network?
- What are the main tools from cryptography that blockchain utilizes and how are they used?
- Describe the basic theory behind Cryptoeconomics.
- What are the key tradeoffs for using a blockchain versus a centralized system?
- When should you not use a blockchain in your applications?
- Describe how to use the FITS model for determining whether blockchain could add value to your application.
- Demonstrate how you would map out the interactions required for a blockchain based application in order to transform an idea into a working product.

- Be able to demonstrate basic understanding of the key concepts of the Solidity programming language by explaining and utilizing the following core features:
  - Pragma version in Solidity
  - Math operations and language quirks
  - Usage and importance of Structs
  - Usage of fixed and dynamic arrays on the blockchain
  - Usage and importance of the Private, Public, Internal, and External keywords
  - Functions and their different modifiers (pure, view, returns, etc)
  - Dealing with multiple return values from functions
  - Keccak256 hashing functions and comparing strings
  - Typecasting data types
  - Creating and listening for Events
  - Mappings and addresses
  - Key Solidity global variables (ie, msg.sender)
  - Using the require keyword
  - Inheritance in Solidity
  - Using import for modular contract design
  - Storage and Memory for storing variables
  - Inter-contract communication using interfaces
  - Communicating with your contract from the front end
- Be able to set up a local blockchain development environment from scratch in MacOS, Windows, and Linux.
- Install appropriate code editor with the necessary plugins for blockchain development.
- Install NodeJS and demonstrate that you understand the role it plays in the Ethereum development stack.
- Install Geth and Metamask on your machine and be able to explain their role in the Ethereum development stack.
- Demonstrate how to set up your own instance of the Ethereum blockchain on your machine using the Geth command line tool.
- Demonstrate how to alternate between the different Ethereum test nets, and explain what tools you would need to communicate with each blockchain instance.
- Understand the purpose of common tools for blockchain development such as Truffle, Ganache (previously testrpc), Infura, Web3JS, and demonstrate how to install those dependencies in your project using the Node Package Management command line tool.
- Create 2 commonly requested smart contract templates using the newly set up development environment.
- Must be able to identify unique users
- Must not double count any votes

- Must have a way to display the vote split
- Must indicate the winner after all votes are submitted
- Application 2: Creation of Fungible and Non-Fungible tokens.
- Must follow the token standard guidelines for each type.
- Must be able to demonstrate transfer of token ownership using the metamask or myEtherWallet Chrome extensions.
- Must display useful information about the tokens to a user on the front-end.

## **Cloud & Distribution Networks Associate**

### **Program Summary**

The Cloud & Distributed Networks Associate Training Program (“CDNA”) is designed to help students acquire the skills and credentials needed in the cloud IT workforce. Computer networks are critical parts of almost every organization. Cloud & Distributed Network professionals provide assistance and advice to computer users and organizations. These specialists either support computer networks or they provide technical assistance directly to the computer and network users. Cloud & Distributed Network Associates may assist and or be directly responsible for the day-to-day operation of these cloud networks. These Cloud & Distributed Associates may also work with network architects to assist in the design and maintenance of data communication networks, including local area networks (LANs), wide area networks (WANs), and Intranets on the cloud. These networks range from small connections between two offices to next-generation networking capabilities such as a cloud infrastructure that serves multiple stakeholders. Through this training program, students will get hands-on, practical experience working in a live environment, helping them gain the real-world experience needed to pursue industry jobs. Throughout the courses, individuals will be exposed to cloud concepts, AWS core services, security, architecture, pricing, and support.

This training program will also cover distributed technologies, such as Bitcoin, Ethereum, Litecoin, and over a thousand more, are starting to challenge the way we handle the transfer of value between individuals, the way we handle data, identity, computing, and so much more.

### **Course Contact Hours**

Total program contact hours with an instructor are 264 hours. That is approximately 4 hours a day five days a week or 20 hours a week: Monday through Friday, 9 a.m. to 2 p.m.

- Lunch and health breaks are taken throughout the day

**Total Program Commitment 10 - 20 Hours Per Week for 13 Weeks Depending on Number of Courses Enrolled at the same time.**

- Cloud Fundamentals - 24 Hours
  - The Cloud Fundamentals is intended for students who seek to achieve a foundational understanding of
  - cloud computing concepts, independent of specific technical roles. The course will first provide an overview of cloud concepts, a variety of common cloud services, security, architecture, pricing, and support. Students have access to course manuals, online knowledge assessments, hands-on labs, a practice certification exam.
- Cloud Specialist - 72 Hours
  - The Cloud Specialist is intended for students who seek first to achieve a foundational understanding of
  - cloud computing concepts, independent of specific technical roles. The course will first provide an overview of cloud concepts, a variety of common cloud services, security, architecture, pricing, and support.
  - The course continues to develop a student's technical expertise in cloud computing to prepare them for one or more specific industry recognized certification exam. The curriculum is delivered through instructor-led classes,
  - knowledge assessments, hands-on labs, and project work. Students have access to course manuals,
  - online knowledge assessments, hands-on labs, a practice certification exam.
- Blockchain Fundamentals - 24 Hours
  - The overall objective of this course is to provide a solid foundation for existing developers to begin participating in smart contract development, serving as a launchpad for these individuals to eventually become the experts and thought leaders needed for the upcoming wave of innovation in blockchain applications.
- Blockchain - Advanced - 144 Hours
  - The course is based on the Project-Learning model, emphasizing hands-on experiences for the students utilizing state-of-the-art tools and technologies to enable them to create, interact with, and develop software for one of the leading blockchain platforms using the industry's current best practices as a guide.

Total Program Commitment 10 - 20 Hours Per Week for 22 Weeks Depending on Number of Courses Enrolled at the same time

### **Standard Occupational Classification (SOC) Codes**

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

Students that complete Cloud Fundamentals and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the technical professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 15-1211 Computer Systems Analysts
- 15-1212 Information Security Analysts
- 15-1230 Computer Support Specialists
- 15-1231 Computer Network Support Specialists
- 15-1241 Computer Network Architects
- 15-1244 Network and Computer Systems Administrators
- 15-1299 Computer Occupations, All Other

Students that complete Blockchain Development Fundamentals and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the technical professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 15-1130 Software Developers and Programmers
- 15-1131 Computer Programmers
- 15-1132 Software Developers, Applications
- 15-1133 Software Developers, Systems Software
- 15-1134 Web Developers

## **Cybersecurity**

### **Program Summary**

The Cybersecurity program is intended to prepare students for a variety of industry-recognized certification exams. Students will be exposed to several technologies, process and protocols including SA&A process security controls testing, ATO, security documentation, continuous monitoring, security awareness, rules of behavior, acceptable use, and other skills/services. Most notably, students will be trained in the vulnerability and penetration techniques and tools including, but not limited to: BurpSuite, Nessus, Tripwire, Guardium.

### **Course Contact Hours**

Total program contact hours with an instructor are 240 hours. That is approximately 4 hours a day five days a week or 40 hours a week: Monday through Friday, 9 a.m. to 2 p.m.

- Lunch and health breaks are taken throughout the day

**Total program commitment is about 290 hours over 13 weeks.**



## Program Learning Objectives

- Students will be able to apply key principles that utilize the technical, conceptual, and practical skills needed for a professional career in cybersecurity. Conducting network analysis, implementing tools to secure network infrastructures. To ensure the integrity of high availability network infrastructure to provide maximum performance and security for users.
- Students will be able to assess the threat landscape, and design, build and perform ethical hacking, and find creative ways to keep data safe. Students will utilize highly technical and physical forensics to ensure that security policies, standards and best practices are followed in and around the company WAN including workstations, servers, mobile devices, etc. Students will use penetration testing tools to perform regular vulnerability assessments of internet, DMZ, and external devices. Students will design, test and implement security measures to protect cloud based applications and data.
- Students will be able to perform the duties of a typical Cyber Security Professional and be able to work methodically with extreme detail oriented eagerness to dig into technical questions and examine them from all sides. With enthusiastic and highly adaptable strong analytical and diagnostic skills demonstrated skills in innovation and collaboration of current trends and understanding of vulnerabilities from the Internet. Maintaining awareness and knowledge of contemporary standards, practices, procedures and methods. Ability to get the job done.
- Students will be able to present with an excellent presentation and communication skills to effectively communicate with management and customers. Solid technical foundation of expressing ability to clearly articulate complex concepts both written and verbally with ability, understanding, and usage of active listening skills, especially with customers.
- Students will understand architecture, administration, and management of operating systems, networking, and virtualization software general programming/software development concepts and software analytical skills with proficiency in programming in Java, C/C++, disassemblers, and assembly language and programming knowledge of two or more scripting languages (PHP, Python, Perl, or shell).
- Students will have a detailed knowledge of Open Source Code Open Source Applications Linux Operating Systems Microsoft Technologies Wireless Technologies Database Modeling Web Application Technologies Compiled and Interpreted Development Languages Network Implementation (Operational and Security) Telephony Technologies (Analog and IP) Social Engineering Physical Security.
- Students will examine security from a holistic view, including threat modeling, specifications, implementation, testing, and vulnerability assessment. Fellows will understand security issues associated with operating systems, networking, and virtualization software understand Web application security concepts and practices. They will understand the architecture of systems and network including identifying the security controls in place and how they are used. They will understand database weaknesses and security best practices.

- Students will have an advanced understanding of general information security concepts and principles, system architectures and development. Expert knowledge of software development security principles, concepts, and best practices. Ability to write tools to automate certain security tasks. Ability to do Systems and Network hardening. Organize and coordinate technical Vulnerability Assessments including systems and network vulnerability assessments, penetration testing, web application assessments, social engineering assessments, physical security assessments, wireless security assessments, and implementing secure infrastructure solutions.
- Students will recommend and set the technical direction for managing security incidents. Maintain the integrity of process and approach, as well as controls, for the whole incident management process including the ability to coordinate and manage major/highly sensitive investigations with potential for business wide impact/reputational damage.
- Students will be able to understand and forensically show how attacks from the Internet are done.

### **Standard Occupational Classification (SOC) Codes**

A job classification under the United States Department of Labor's Standard Occupational Classification (SOC) codes, using the Detailed Occupation (six-digit) level, for which the institution has identified in its catalog and in its employment positions list required by section 94910(f)(2) of the Code that the program prepares its graduates. Students that complete Cybersecurity and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the technical professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 15-1121 Computer Systems Analysts
- 15-1122 Information Security Analysts
- 15-1142 Network and Computer Systems Administrators

## **Digital Content Production (Part -Time)**

### **Program Summary**

This 24-week Program focuses on the fundamentals of digital content production acquainting students with critical "storytelling" skills first, then immersing them in production techniques utilizing state-of-the art field photography, video and audio production equipment and software.

### **Course Contact Hours**

Total program contact hours with an instructor are 168 hours. That is approximately 3.5 hours a day two days a week or 7 hours a week: Thursday and Friday, 6 p.m. to 10 p.m.

- Dinner and health breaks are taken throughout the day

**Total Program Commitment is approximately 200 hours over 24 weeks.**

### **Course Learning Objectives**

- Students will be able to utilize professional and prosumer DSLR cameras to shoot and edit high-quality images for content publication.
- Students will be able to shoot video on two types of professional cameras (DSLR and Camcorders) and edit on Adobe Premiere Pro CC software.
- Students will be able to use content platform templates to upload and “publish” digital content.
- Students will learn digital content production techniques and strategies, with an emphasis on field production.

### **Standard Occupational Classification (SOC) Codes**

A job classification under the United States Department of Labor’s Standard Occupational Classification (SOC) codes, using the Detailed Occupation (six-digit) level, for which the institution has identified in its catalog and in its employment positions list required by section 94910(f)(2) of the Code that the program prepares its graduates. Students that complete Digital Content Production and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the technical professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 27-2012 Producers and Directors
- 27-3041 Editors
- 27-3099 Media and Communication Workers, All Other
- 27-4011 Audio and Video Technicians
- 27-4012 Broadcast Technicians
- 27-4021 Photographers
- 27-4099 Media and Communication Equipment Workers, All Other

### **Course Contact Hours**

Total program contact hours with an instructor are 320 hours. That is approximately 7 hours a day two days a week or 35 hours a week: Monday through Friday, 9 a.m. to 5 p.m.

- Lunch and health breaks are taken throughout the day

**Total program commitment is about 370 hours over 24 weeks.**

### **Course Learning Objectives**

- Students will be able to apply key principles of Entrepreneurship demonstrated by selecting the right type of business entity, completion of business licensing documentation.
- Students will be able to demonstrate market need for identified product and or sufficient data that will demonstrate enough customers currently want or need identified product and or service.
- Upon completion of this course students should be able to explain the difference between corporations and LLC, Bank Loans and Lines of Credit and be able to explain the difference between a Gross profit and Net profit.
- Upon completion students will be able to explain the Marketing principles and the concept known as the 4P's in marketing
- Students will be able to identify different types of Business Lending options ie: SBA vs Traditional lending options.
- Students are required to attend a minimum of Two business networking events and collect a minimum of three business cards from business owners
- Students shall be able to clearly present their type of business and type product

### **Standard Occupational Classification (SOC) Codes**

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

Students that complete Entrepreneurship and Business Management course and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 11-2022 Sales Manager
- 41-3011 Advertising sales agent
- 41-2031 Retail salesperson
- 43-9061 Office clerk. General
- 11-2021 Marketing manager
- 13-1199 Online merchants
- 41-4011 Sales representatives. Wholesale
- 27-2022 Coach. Business

# Entrepreneurship Program

## Program Summary

Business start-up and management include topics such as preliminary research, analyzing trends and competition, buying and/or starting a business and/or advantages and disadvantages of purchasing a franchise, developing a business plan, considering legal issues, target marketing and managing personnel.

This course is designed to introduce you to all aspects of opening and running a small business including start-up options, business accounting, financing, business types, marketing, business planning, corporate entity, human resource management, operations, administration and strategic planning. Keep in mind that this is a rigorous course. You will learn how to create the startup documentation needed to obtain a business license, financing, corporation and Federal ID number. The course is conducted in an interactive format, activity and project based guided by an experienced instructor who will coach at every step of the process.

Upon satisfactory completion of the course, students will be invited to participate in the Business Incubator and be assigned a Business Coach who will help graduates move forward with the full implementation of starting their business and accomplishing the tasks needed to effectively start their business.

## Topics Covered

- Entrepreneurship and Small Business
  - The Mindset
  - Types of entrepreneurs
  - Forming a Business Step-by-Step
  - Research
  - Registration
- Introduction to Entrepreneurship
  - Entrepreneurial Mindset
    - What kind of entrepreneur are you?
    - Skills that make a strong entrepreneur
    - Should my business be based on what I Love to do?
    - Should my business be based on what I am Good At?
    - Should my business be based on what people buy the most? · Entrepreneurial Mindset
    - What is the difference in mindset between: employee and entrepreneur? o Types of Entrepreneurs
    - The Why: It is not what the product or the company does, but how it makes the customer Feel.

- The What: What the company does (the Benefits) are just the reasons for the purchase; “It saves gas” “It saves money” “It runs fast”
  - People buy your product for how it makes them feel good (about themselves)
  - The How Many: It is not enough to have someone like your product. There must be enough people sufficient to: Repeatedly, frequently and in large numbers support the business.
  - The Where: Identify where everyone gathers who meets your “Why” – it could be a geographical place or an online place. Find the Where and you have found your location, location, location.
  - The How Much: Identify if there are enough people who are in your “Why”, with the Financial resources to easily afford your product/service.
  - The Who: Identify who will be the most likely customer, create a customer profile Business Registration
- Business Checklist (Step-by-Step)
    - Registration
    - Register domain name
    - File Fictitious Business Name Form
    - Publish business name
    - Obtain Federal Employer Id Number (FEIN)
    - Reseller number
    - Business Licensing Requirements
    - Open business bank account
    - Business Insurance
    - Establish accounting procedures
    - Opening a line of credit
    - Request Financing
    - Employer payroll (If Applicable)
    - Networking associations
    - Web presence
  - Business Plan
    - Intro to Writing a Business Plan
    - Review: Testing the concept in the market
    - Begin drafting your Business Plan
    - Launching Your Business
    - Checklist before we Launch
    - Should I hire a marketing company or do it myself?
    - Should I hire a business coach?

- Should I do my own taxes or hire a CPA
- Business Checklist
- Identify your business support system
- Create the company Budget
  - Break Even
  - Cost/Profit
  - Unit Coast
- The Marketing Plan
- PRICING: Conduct research online on How to price your product correctly
  - Lower Cost – High Perceived Value – Other (Circle One)
    - PRODUCT: - Select below how your core customers perceive your product
    - WANT TYPE OF PRODUCT - Luxury Items
    - NEED TYPE OF PRODUCT – Need or Must Have it
    - MANDATED - By Law
    - PROMOTION PLAN
    - PROMOTION: How you plan to Promote your Product
- The Value of My Product/Service(s)
- Profit – Cash Flow / Accounting
- Taxes – Which ones do you have to pay and when?
- HR – Hiring Employees
  - Set-Up Payroll
  - Training New Employees
  - Should I hire employees directly or through an agency?
  - Should I train my employees or contract with a professional trainer?
    - Should I do my own payroll or hire a payroll company?
  - Hiring or contracting?
  - Crating a Job Description
  - Training New Employees
- Evaluating Business Growth Priorities
  - The Profit in Year 1
  - Budget - Break Even Worksheets
- Growing Your Business
  - Business Growth Priorities
  - Business Structures.
- Corporations
  - S Corporations

- Limited Liability Company (LLC)
- Appoint a Registered Agent
- Financing your Business
  - Traditional and Non-Traditional Lenders
  - Private Investors & Angel Investors
  - Traditional, Banking options
  - Non-Traditional Lenders, Non-Profit Lenders
  - Factoring Companies
  - Purchase Order Financing

### **Textbook**

Entrepreneurship Workbook-Step by Step of starting your business

- by Molina - [Active link to purchase book: Purchase book](#)

### **Course Contact Hours**

Total program contact hours with an instructor are 320 hours. That is approximately 7 hours a day two days a week or 35 hours a week: Monday through Friday, 9 a.m. to 5 p.m.

- Lunch and health breaks are taken throughout the day

**Total program commitment is about 370 hours over 24 weeks.**

### **Course Learning Objectives**

- Students will be able to apply key principles of Entrepreneurship demonstrated by selecting the right type of business entity, completion of business licensing documentation.
- Students will be able to demonstrate market need for identified product and or sufficient data that will demonstrate enough customers currently want or need identified product and or service.
- Upon completion of this course students should be able to explain the difference between corporations and LLC, Bank Loans and Lines of Credit and be able to explain the difference between a Gross profit and Net profit.
- Upon completion students will be able to explain the Marketing principles and the concept known as the 4P's in marketing
- Students will be able to identify different types of Business Lending options ie: SBA vs Traditional lending options.
- Students are required to attend a minimum of Two business networking events and collect a minimum of three business cards from business owners
- Students shall be able to clearly present their type of business and type product

### **Standard Occupational Classification (SOC) Codes**



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

Students that complete Entrepreneurship and Business Management course and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 11-2022 Sales Manager
- 41-3011 Advertising sales agent
- 41-2031 Retail salesperson
- 43-9061 Office clerk. General
- 11-2021 Marketing manager
- 13-1199 Online merchants
- 41-4011 Sales representatives. Wholesale
- 27-2022 Coach. Business

## **Full Stack Software Developer Training Program**

### **Program Details:**

- **In Person**
- **530 Hours**
- **13 – 17 Week Commitment**

### **Program Summary:**

The course will equip students to utilize the software development tools used by industry professionals to develop, debug and design web applications, conducting both front-end and back-end development, application program interfaces (APIs), back-end data stores such as relational database management systems (RDBMS) and team development strategies.

The course will prepare students to perform the duties of a typical Full Stack Web Developer. A full stack web developer is a programmer with a technical skill set that allows them to perform in client side, server side/middle tier, and backend-database development environments. Their main tasks are to develop, design and debug software that runs in a cross-browser environment served out of a web server backed by a database server for data persistence. After completing the course, the student will be substantially knowledgeable in the

Software Development Life Cycle (SDLC) from concept to finished product and the ability to specialize, if they choose, in anything from front-end to back-end development technologies.

The course will teach students to be proficient in working in a full stack development environment. They will obtain the knowledge and skills to develop relational databases and work with data that is not stored in a relational manner. They will interact with their own API's and third party API's. They will also be exposed to many UI and UX (User Interface and User Experience) design concerns while building an understanding of how to gather customer and client requirements. They will be fluent in performing quality assurance testing and fundamental security concerns.

Specifically, the course will produce a programmer/developer that can work with many of the most popular design patterns, third party APIs, libraries and technologies including but not limited to: HTML5, CSS3, JavaScript, Bootstrap, MVVM, MVC, ReactJS, AngularJS, jQuery, Ajax, Inversion of Control, Dependency Injection, Principles of Object-Oriented Design, Data Structures, Data Access, Database Design and Architecture, GIS, SMS, SMTP and RESTful API Design.

As part of the evaluation process of the student, the course will focus on a single, group-based project that exposes the student to the full Software Development Life Cycle as experienced in a team practicing Agile/Scrum project management and development principles.

### **Course Contact Hours**

Total program contact hours with an instructor are 530 hours. That is approximately 8.15 hours a day five days a week or 40.8 hours a week: Monday through Friday, 9 a.m. to 6 p.m.

- Lunch and health breaks are taken throughout the day

**The total program commitment is approximately 608 hours over 13 to 17 weeks. Students that pass the technical assessment can test out of the first four weeks and graduate in 13 weeks.**

### **Program Learning Objectives**

- Students will be able to design and develop key database structures meeting selected business requirements for effective storage and retrieval of information. (DBM —Database Management)
- Students will be able to explain information systems security that will comply with key requirements of accepted industry standards to support and improve the security of an organization's systems. (ISS — Information Systems Security)
- Students will be able to design and develop computer programs using standards promoted by the Association of Software Professionals (ASP) to promote the quality and effectiveness of programs. (PRG — Programming)

- Students will be able to design and develop a website using selected professional web design principles and standards to facilitate the professional appearance of an organization. (WEB — Web development)
- Progressive beginning, intermediate, and advanced knowledge, skills, and abilities to lead the development and integration of state-of-the-art web software and systems.
- Knowledge to apply the Software Development Life Cycle principles to design, develop, implement and maintain functional full stack web applications.
- Understanding of the changes that systems go through due to social and technological phenomenon, and how to cope with these factors.
- Ability, knowledge and skills to develop Web applications and projects, mastering the tools and software development skills needed to excel in all of the three major Web application tiers: Client side, Server Side (middle tier) and Backend (Database) development.
- Ability and skills to develop cross-browser applications targeting both desktop and mobile clients via responsive design through HTML5, CCS3, JavaScript, jQuery, Knockout.js or AngularJs or another client side MVC and/or MVVM application framework
- Proficiency in the effective use of web development applications and software tools such as: ASP.net C#/.Net or similar middle tier language and framework, RESTFUL API Design, MVC, Data Access, Fundamental Principles of Object-Oriented Design, Data Structures, Data Access, Singleton, Caching Strategies, Fundamentals of Database Design and Architecture, Key Table design considerations, Query Structure and Optimization, and Stored Procedures
- Ability and skills to build out a service oriented (SOA) application program interface (API) and the corresponding back end database.
- Ability to work with and integrate current leading developer tools and APIs such as AWS, SendGrid, Google API's, Git, Trello, and Twilio, Browser Developer Tools and integrated developer environments (IDE's) such as Visual Studio.
- Use of team communication and development strategies such as Agile/Scrum Methodologies used in Technical Project Management, Product Development, Team & Project Based Learning, Pair Programing, and Developer Code Reviews

### **Standard Occupational Classification (SOC) Codes**

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

Students that complete Full Stack Web Development Immersive and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the technical professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 15-1130 Software Developers and Programmers
- 15-1131 Computer Programmers
- 15-1132 Software Developers, Applications
- 15-1133 Software Developers, Systems Software
- 15-1134 Web Developers
- 15-1242 Database Administrators
- 15-1243 Database Architects

## **Part-Time, Full Stack Software Developer Training Program**

### **Course Contact Hours**

Total program contact hours with an instructor are 336 hours. That is approximately 7 hours a day two days a week or 14 hours a week: Tuesday and Thursday, 2 p.m. to 9 p.m.

- Lunch and health breaks are taken throughout the day

**Total program commitment is about 350 hours over 24 weeks, if students pass an assessment, they can complete the program in 20 weeks.**

**This program will be run live, students will come into class a couple of days per week, and or be online a couple of days per week.**

**All course work and exams will be graded within 24 hours of submission via GitHub by a Sabio Instructor.**

### **Program Objectives**

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

- Knowledge to apply the Software Development Life Cycle principles to design, develop, implement and maintain functional full stack web applications.
- Understanding of the changes that systems go through due to social and technological phenomenon, and how to cope with these factors.
- Ability, knowledge and skills to develop Web applications and projects, mastering the tools and software development skills needed to excel in all of the three major Web application tiers: Client side, Server Side (middle tier) and Backend (Database) development.
- Ability and skills to develop cross-browser applications targeting both desktop and mobile clients via responsive design through HTML5, CCS3, JavaScript, jQuery, Knockout.js or ReactJS, AngularJs or another client side MVC and/or MVVM application framework
- Proficiency in the effective use of web development applications and software tools such as: ASP.net C#.Net or similar middle tier language and framework, RESTFUL API Design, MVC, Data Access, Fundamental Principles of Object-Oriented Design, Data Structures, Data Access, Singleton, Caching Strategies, Fundamentals of Database Design and Architecture, Key Table design considerations, Query Structure and Optimization, and Stored Procedures
- Ability and skills to build out a service oriented (SOA) application program interface (API) and the corresponding back-end database.
- Ability to work with and integrate current leading developer tools and APIs such as AWS, SendGrid, Google API's, Git, Trello, and Twilio, Browser Developer Tools and integrated developer environments (IDE's) such as Visual Studio.
- Use of team communication and development strategies such as Agile/Scrum Methodologies used in Technical Project Management, Product Development, Team & Project Based Learning, Pair Programming, and Developer Code Reviews

### **Standard Occupational Classification (SOC) Codes**

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

Students that complete Full Stack Web Development Immersive and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the technical professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 15-1130 Software Developers and Programmers
- 15-1131 Computer Programmers
- 15-1132 Software Developers, Applications

- 15-1133 Software Developers, Systems Software
- 15-1134 Web Developers
- 15-1242 Database Administrators
- 15-1243 Database Architects

## **Remote Full Stack Web Development Program (online)**

### **Course Contact Hours**

Total program contact hours with an instructor are 530 hours.

- Lunch and health breaks are taken throughout the day

**This program will be run live remote, in that students will use real-time tools such as Zoom, GitHub and Slack to complete all work in real time. They will work with Sabio Instructors and other students live via Zoom.**

**All course work and exams will be graded within 24 hours of submission via GitHub by a Sabio Instructor.**

### **Program Learning Objectives**

- Students will be able to design and develop key database structures meeting selected business requirements for effective storage and retrieval of information. (DBM —Database Management)
- Students will be able to explain information systems security that will comply with key requirements of accepted industry standards to support and improve the security of an organization’s systems. (ISS — Information Systems Security)
- Students will be able to design and develop computer programs using standards promoted by the Association of Software Professionals (ASP) to promote the quality and effectiveness of programs. (PRG — Programming)
- Students will be able to design and develop a website using selected professional web design principles and standards to facilitate the professional appearance of an organization. (WEB — Web development)
- Progressive beginning, intermediate, and advanced knowledge, skills, and abilities to lead the development and integration of state-of-the-art web software and systems.
- Knowledge to apply the Software Development Life Cycle principles to design, develop, implement and maintain functional full stack web applications.
- Understanding of the changes that systems go through due to social and technological phenomenon, and how to cope with these factors.

- Ability, knowledge and skills to develop Web applications and projects, mastering the tools and software development skills needed to excel in all of the three major Web application tiers: Client side, Server Side (middle tier) and Backend (Database) development.
- Ability and skills to develop cross-browser applications targeting both desktop and mobile clients via responsive design through HTML5, CCS3, JavaScript, jQuery, Knockout.js or AngularJs or another client side MVC and/or MVVM application framework
- Proficiency in the effective use of web development applications and software tools such as: ASP.net C#.Net or similar middle tier language and framework, RESTFUL API Design, MVC, Data Access, Fundamental Principles of Object-Oriented Design, Data Structures, Data Access, Singleton, Caching Strategies, Fundamentals of Database Design and Architecture, Key Table design considerations, Query Structure and Optimization, and Stored Procedures
- Ability and skills to build out a service oriented (SOA) application program interface (API) and the corresponding back end database.
- Ability to work with and integrate current leading developer tools and APIs such as AWS, SendGrid, Google API's, Git, Trello, and Twilio, Browser Developer Tools and integrated developer environments (IDE's) such as Visual Studio.
- Use of team communication and development strategies such as Agile/Scrum Methodologies used in Technical Project Management, Product Development, Team & Project Based Learning, Pair Programing, and Developer Code Reviews

### **Standard Occupational Classification (SOC) Codes**

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

Students that complete Full Stack Web Development Immersive and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the technical professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 15-1130 Software Developers and Programmers
- 15-1131 Computer Programmers
- 15-1132 Software Developers, Applications
- 15-1133 Software Developers, Systems Software
- 15-1134 Web Developers
- 15-1242 Database Administrators
- 15-1243 Database Architects

# Technical Product Development via Node Full Stack Web Development Program (Online & In-person)

## Program Summary

The course will equip students to attain the soft skills and tech skills necessary for a software developer/technical product manager to communicate effectively with team members, product managers, and management in a software development team environment. In addition, students will learn to utilize the software development tools used by industry professionals to develop, debug and design web applications, conducting both front-end and back-end development, application program interfaces (APIs), back-end data stores such as database management systems (DBMS) and team development strategies. Students will be assessed based on the quality of completed projects, presentations to the class exhibiting their understanding of the subject matter, and one-on-one interviews with the Chief Academic Officer.

## Course Contact Hours

Total program contact hours with an instructor are 480 hours. That is approximately 6 hours a day five days a week or 30 hours a week: Monday through Friday, 9 a.m. to 4 p.m.

- Lunch and health breaks are taken throughout the day

**Total program commitment is about 520 hours over 17 weeks. Program can be completed in 13 weeks if an assessment is done.**

## Program Learning Objectives

- Ability to communicate effectively in a team environment, and use development strategies such as Agile/Scrum Methodologies used in Technical Project Management, Product Development, Team & Project Based Learning, Pair Programming, and Developer Code Reviews
- Ability to preside over meetings, as a product manager, between client and software development team, formulating team agenda using core principles of a manager in a team practicing Agile/Scrum methodologies: value-driven delivery, stakeholder engagement, evaluate team performance, adaptively plan, problem detection and resolution, and continuous improvement in the areas of product, process, and people.
- Ability to develop product requirement cards as a product manager using Trello, or other comparable online tools.
- Students will be able to design and develop key database structures meeting selected business requirements for effective storage and retrieval of information. (DBM —Database Management)



- Students will be able to explain information systems security that will comply with key requirements of accepted industry standards to support and improve the security of an organization's systems. (ISS — Information Systems Security)
- Students will be able to design and develop computer programs using standards promoted by the Association of Software Professionals (ASP) to promote the quality and effectiveness of programs. (PRG — Programming)
- Students will be able to design and develop a website using selected professional web design principles and standards to facilitate the professional appearance of an organization. (WEB — Web development)
- Progressive beginning, intermediate, and advanced knowledge, skills, and abilities to lead the development and integration of state-of-the-art web software and systems.
- Knowledge to apply the Software Development Life Cycle principles to design, develop, implement and maintain functional full stack web applications.
- Ability, knowledge and skills to develop Web applications and projects, mastering the tools and software development skills needed to excel in all of the three major Web application tiers: Client side, Server Side (middle tier) and Backend (Database) development.
- Ability to work with and integrate current leading developer tools and APIs such as AWS, SendGrid, Google API's, Git, Trello, and Twilio, Browser Developer Tools and integrated developer environments (IDE's) such as Visual Studio.
- Use of team communication and development strategies such as Agile/Scrum Methodologies used in Technical Project Management, Product Development, Team & Project Based Learning, Pair Programming, and Developer Code Reviews

### **Standard Occupational Classification (SOC) Codes**

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

Students that complete Technical Product Development via Full Stack Web Development and receive a Certificate of Completion from Sabio Enterprises, Inc. shall be ready to perform the duties of the technical professionals outlined below, as described and detailed by Standard Occupational Classifications detailed below:

- 13-1082 Project Management Specialists
- 15-1121 Computer Systems Analysts
- 15-1122 Information Security Analysts
- 15-1130 Software Developers and Programmers

- 15-1131 Computer Programmers
- 15-1132 Software Developers, Applications
- 15-1133 Software Developers, Systems Software
- 15-1134 Web Developers
- 15-1151 Computer User Support Specialists
- 15-1152 Computer Network Support Specialists
- 15-1242 Database Administrators
- 15-1243 Database Architects

## Schedule of Total Charges for a Period of Attendance

Total charges due upon enrollment are due by the end of the 7<sup>th</sup> day of enrollment, after the student right to cancel period. Will Be Prorated during the first 59% of the Program, and period of attendance will be charged accordingly. After a period of attendance that is 60% or greater, the entire tuition is earned by Sabio. 100% of tuition is prorated for Veteran Students 100% of the enrollment period.

No.	Program Name	Program Hours	Program Length (weeks)	Program Schedule			Registration Fee (one-time/NR)	Digital Resources (monthly/NR)	Program Tuition	STRF*	Total charges for a period of attendance AND the estimated schedule of total charges for the entire educational program
				Days	Start Time	End Time					
1	Advanced Digital Content Production (Part-Time)	168	24	Monday and Wednesday	6:00 PM	10:00 PM	10.00	4,902.00	4,488.00	4.50	\$9,404.50
2	Blockchain Development for Developers (Part-Time) - Direct and Online	24	12	Monday and Wednesday	6:00 PM	9:00 PM	10.00	2,451.00	12,539.00	7.50	\$15,007.50
3	Cloud and Distribution Network Associate	264	13	Monday through Friday	9:00 AM	6:00 PM	10.00	2,451.00	12,269.00	7.50	\$14,737.50
4	Cybersecurity	240	13	Monday through Friday	9:00 AM	6:00 PM	10.00	2,451.00	12,539.00	7.50	\$15,007.50

5	Digital Content Production (Part-Time)	168	24	Thursday and Friday	6:00 PM	10:00 PM	10.00	4,902.00	2,738.00	4.00	\$7,654.00
6	Entrepreneurship Program	320	24	Monday and Wednesday	5:00 PM	10:00 PM	10.00	4,902.00	8,588.00	7.00	\$13,507.00
7	Full Stack Software Developer Training Program	530	13	Monday through Friday	9:00 AM	6:00 PM	10.00	2,451.00	12,539.00	7.50	\$15,007.50
8	Part Time Full Stack Software Developer Training Program	336	24	Tuesday and Thursday	2:00 PM	9:00 PM	10.00	4,902.00	8,588.00	7.50	\$13,507.00
9	Remote Full Stack Software Developer Training Program (online)	530	13	Monday through Friday	9:00 AM	5:00 PM	10.00	2,451.00	12,539.00	7.50	\$15,007.50
10	Technical Product Development via Node Full Stack Web Development Program (online & direct)	480	17	Monday through Friday	9:00 AM	6:00 PM	10.00	3,268.00	11,722.00	7.50	\$15,007.50

\*STRF required for every student Per BPPE as of 2021

### Description of Charges:

- Textbook to be purchased from a third party, approximately \$30.00, not required
- Monthly Parking is not managed or owned by Sabio; therefore, you cannot request a refund. The parking structure is located immediately adjacent to the building location. Free street parking is available at all our locations. Parking Fees paid are Nonrefundable.
- Digital Resources includes access to the following online resources:
  - Slack
  - Access to global network of Alumni, Entrepreneurs, and other professionals for fast and efficient communication
  - GitHub
  - Access to Sabio GitHub account resources which includes code repositories that are shared with the public
  - Team Foundation Server - Code Repository
  - Access to Class/Project specific code repository to facilitate team-based development

- Access to best-in-class project examples developed by Sabio staff over the last 5 years Wiki - on TFS
- Sabio generated and curated content covering subjects covered during cohort
- Access to content outside the scope of subjects covered in curriculum to help bolster professional development
- Learning Management System - Video Content
- Sabio produced videos covering topics in curriculum
- Sabio produced videos cover Job Seeking advice and guidelines
- Additional videos intended to be consumed post gradation to help bolster professional development and advancement
- Microsoft Azure / Amazon Web Services Access to hundreds of latest and greatest industry recognized services to be consumed as needed during the training period
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## VETTEC STUDENTS ONLY – Distance Learning

(Post 911 Student cannot participate in Distance Learning at Sabio)

**See page 24** Full Stack Software Developer Training Program

(Program can be shortened to 13 weeks, or less, if a student passes a technical assessment in JavaScript concepts). Tuition will be prorated as needed depending on how many contact hours a student will have with Sabio.

Weekly Contact Hours: 31.17 Hours

## Veterans - Post 911

### **Schedule:**

100% of the program can be completed via Live Remote / Distance Learning

Attendance is taken daily at 9am PST via Zoom / with Instructors

The Days Veterans are on campus. They will also do attendance via Zoom at standup & also sign-in at campus location to verify attendance for the 18 hours per week.

All instruction happens via live remote using zoom, slack, github, VSCode, and phone, if necessary.

### **Instructors:**

Sabio Instruction will occur with the assistance of the following Instructors:

- Gregorio Rojas, Chief Academic Officer

- Brijesh Patel, Senior Instructor
- Danny P. Gonzalez, Senior Instructor
- Kerry Staley, Instructor
- Haley Stamp, Instructor
- Yashashri Patel, Instructor
- Robert Rukavina, Instructor
- Zachary Lynch, Instructor

Each cohort of Sabio Fellows will be both in-residence students, and distance learning students. Students will be cohorted based on start dates, not campuses. All Sabio Fellows will work with a number of our Instructors via live remote during the 17 weeks, or less, of the program, as our program requires that students be taught 5 different courses, and also be given extensive job preparation support, and job interview preparation. We also offer our students live assistance for data structure and algo after students graduate.

As students train at Sabio they will have a daily standup with one of our instructors, this is when we take roll. Sabio Instructors will be available Monday - Friday from 9am - 6:30pm PST, with a 30 minute lunch break from Noon - 12:30pm PST. Sabio does not provide instructors on the weekends.

Sabio instructors are available to our students via Live Zoom Sessions for our daily standups, where we take roll, also we do lectures and code reviews via Zoom. We also will use other tools such as Loom, GitHub, Slack and Email to communicate with our students in real-time, Monday - Friday during our business hours of 9am - 6:30pm PST with a 30 minute lunch break from Noon - 12:30pm.

## **Distance Learning**

For educational programs offered on a distance learning format all students must create an account to the student portal on wakatime using the instructions posted on the corresponding cohort slack channel. The instructions are posted on day one at 9 a.m. Once the student has accessed the student portal, the entire curriculum is displayed and unlocked based on progress. This curriculum consists of 530 hours of coarse materials that must be completed, in order, through the enrollment period.

Once courses are completed and submitted, the institution has 3 to 7 days to evaluate and provide the student with a response.

## **Sabio Media Services Plan**

### **Library & Learning Resources**

Sabio provides its students with necessary physical and digital resources in order to ensure that all students are equipped with the latest, most up to date software and hardware for the timely completion of our courses. Students are provided access to the following resources at the time of enrollment:

- Digital Resources includes access to the following online resources:
  - Slack – Create an account at [sabionation.slack.com](https://sabionation.slack.com) using the email address you registered to the institution with. Slack is the main channel for all student communication.
  - Access to global network of Alumni, Entrepreneurs, and other professionals for fast and efficient communication – Login instructions provided on the first day of class via slack.
  - GitHub – Login instructions provided on the first day of class via slack.
  - Access to Sabio GitHub account resources which includes code repositories that are shared with the public – Login instructions provided on the first day of class via slack.
  - Team Foundation Server - Code Repository – Login instructions provided on the first day of class via slack.
  - Access to Class/Project specific code repository to facilitate team-based development – Login instructions provided on the first day of class via slack.
  - Access to best-in-class project examples developed by Sabio staff over the last 5 years Wiki - on TFS – Login instructions provided on the first day of class via slack.
  - Sabio generated and curated content covering subjects covered during cohort
  - Access to content outside the scope of subjects covered in curriculum to help bolster professional development – Login instructions provided on the first day of class via slack.
  - Learning Management System - Video Content – Login instructions provided on the first day of class via slack.
  - Sabio produced videos covering topics in curriculum – Login instructions provided on the first day of class via slack.
  - Sabio produced videos cover Job Seeking advice and guidelines – Login instructions provided on the first day of class via slack.
  - Additional videos intended to be consumed post gradation to help bolster professional development and advancement – Login instructions provided on the first day of class via slack.
  - Microsoft Azure / Amazon Web Services Access to hundreds of latest and greatest industry recognized services to be consumed as needed during the training period – Login instructions provided on the first day of class via slack.
  - Microsoft Azure / Amazon Web Services – Login instructions provided on the first day of class via slack.
  - Access to hundreds of latest and greatest industry recognized services to be consumed as needed during the training period – Login instructions provided on the first day of class via slack.

## Technology Orientation

Sabio offers two free online classes that are at zero cost to help new students become oriented with our technology. Our free online classes come with bi-weekly live office hours, and each office hour session can last up to three hours.

### **Live Office Hours for Technical Assistance**

Students may contact instructors during these live sessions for assistance on installation of software, downloading code files, and debug coding exercises.

Office hours zoom link is posted daily on the class channel.

### **LISA – Online Learning Management**

Students are provided access to the “LISA” online learning management system in order to submit coursework and participate in class assignments. This management system was developed in-house and is continuously updated by senior software engineers. – Login instructions provided on the first day of class via slack.

### **Sabio Wiki**

Students will have full access to the Wiki, which contain valuable links. The wiki url is at [training.sabio.la](http://training.sabio.la) Managers and Senior instructors are responsible for ensuring that all students have the necessary access to all Sabio systems and resources. Sabio’s resources and educational materials are evaluated on an annual basis by the Institutional Advisory Committee. – Login instructions provided on the first day of class via slack.

### **Media Inventory**

Sabio’s instructional media and other educational resources are maintained by our CAO, Gregorio Rojas, and our Senior Instructors: Brijesh Patel, Danny Gonzales and Hector Arias. – Login instructions provided on the first day of class via slack.

## **Sabio Facilities**

### **Culver City Campus**

Sabio’s West Los Angeles campus is in Culver City.

- Instruction is held at 400 Corporate Pointe, Suite 300, Culver City, CA 90230
- Sabio uses two different classrooms in Suite 300, approximately 400 sq. ft., for program instruction/classroom

- All classrooms are equipped with projectors, whiteboards, high speed Wi-Fi, tables/desks and chairs, and wall outlets.
- Sabio Administrative Offices are also located at 400 Corporate in Suite 300
- This facility does not provide a library for student use. However, a digital library will be provided to all students to use during the cohort. \*Students pay \$817 per month for virtual access to Sabio material (this is included in the tuition breakdown)

### **Irvine Campus**

Sabio's Irvine campus is located at the 300 Spectrum Center Drive, Fourth Floor, Irvine, CA 92618.

- Bootcamp Instruction is held at 300 Spectrum Center Drive, Fourth Floor, Irvine, CA 92618
- Sabio uses a classroom approximately 500 sq. ft. for program instruction.
- All classrooms are equipped with projectors, whiteboards, high speed Wi-Fi, tables/desks and chairs, and wall outlets. This facility does not provide a library for student use. However, a digital library will be provided to all students to use during the cohort. \*Students pay \$817 per month for virtual access to Sabio material (this is included in the tuition breakdown)

### **Downtown Los Angeles Campus**

Sabio's Downtown Los Angeles campus is located at 777 S. Alameda Street, Second Floor, Los Angeles, CA 90021.

- Bootcamp Instruction is held at 777 S. Alameda Street, Second Floor, Los Angeles, CA 90021
- Sabio uses a classroom approximately 500 sq. ft. for program instruction.
- All classrooms are equipped with projectors, whiteboards, high speed Wi-Fi, tables/desks and chairs, and wall outlets. This facility does not provide a library for student use. However, a digital library will be provided to all students to use during the cohort. \*Students pay \$817 per month for virtual access to Sabio material (this is included in the tuition breakdown)

### **Capacity**

All Training Programs will have a maximum of 30 students per senior instructor. Sabio has multiple staff members that provide support to students in addition to their instructors. The Chief Academic Officer is also available for instruction.

### **Accreditation**



Sabio is currently a Candidate for Accreditation with the Council for Occupational Education. At the time the catalog was published, August 1, 2021, Sabio does not offer any degree or diploma programs that are accredited by an accrediting agency recognized by the United States Department of Education.

### **Bureau for Private Postsecondary Education**

Sabio is a private institution licensed by the Bureau for Private Postsecondary Education for services provided in the West Los Angeles campus (main), Irvine, and Downtown Los Angeles campus (satellites). The Full Stack Software Developer, Part-Time Full Stack Software Developer, Technical Product Development via Node Full Stack Software Developer, Cloud & Distribution Networks Associate, Digital Content Production Training, Cybersecurity Specialist and Entrepreneurship Programs are approved. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd., Suite 225, Sacramento, CA 95834, [www.bppe.ca.gov](http://www.bppe.ca.gov), (888) 370-7589, (916) 574-8900, or fax at (916) 263-1897. A student or any member of the general public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling toll-free at (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet Web site [www.bppe.ca.gov](http://www.bppe.ca.gov).

## **Enrollment Process & Required Program Materials For All Programs (In-Person or Remote/Live Login)**

1. Prospective students should create a free account with [www.codecademy.com](http://www.codecademy.com), complete the HTML/CSS
2. Register for an instructor meet & greet in the location in which you wish to enroll.
  - a. [www.sabio.la/info](http://www.sabio.la/info)
3. Students are required to bring their own laptop to every class session. A Windows machine running Windows10 is necessary to complete the course. Please make sure to bring your power cord with you!
4. If you own a Mac, the instructor must determine if it is compatible with installing windows. Instructions on how to download windows will be provided to students. You will be required to download different software throughout the course. A list will be provided upon admission to the program.

# Admission Requirements

## For the following programs:

- Full Stack Software Developer Training Program
  - Full Stack Software Developer Training Program - Hybrid
  - Part Time Full Stack Software Developer Training Program - Hybrid
  - Remote Full Stack Software Developer Training Program (online)
1. All prospective students are required to provide a high school diploma or equivalent prior to enrollment.
  2. Sabio does not accept students under the Ability-to-Benefit pathway.
  3. The prerequisites for Sabio's Training programs are:
    - a. Successfully completing our online application found on our website in the regulatory tab.
    - b. Students must have an Admission Consultation with a member of our Admissions Team.
    - c. Students must review and sign our enrollment packet that includes our enrollment agreement
  4. Students must be able to speak, read, and write English proficiently to be successful in any of Sabio's programs. If necessary, Sabio will request that the student provide proof of passing score of 61 or better on the TOEFL exam.
  5. Students must own their own laptop. Refer to number four in Enrollment Process and Required Program Materials.
  - 6.

## For Cloud & Distributed Networks Associate Training Program (In-Person Only)

1. All prospective students are required to provide a high school diploma or equivalent prior to enrollment.
2. Sabio does not accept students under the Ability-to-Benefit pathway.
3. The prerequisite for Sabio's Cloud & Distributed Networks Associate Training program are (1) This is an entry-level course, but it assumes the following: General IT technical knowledge
4. Students must be able to speak, read, and write English proficiently to be successful in any of Sabio's programs. If necessary, Sabio will request that the student provide proof of passing score of 61 or better on the TOEFL exam.
5. Students must own their own laptop. Refer to number four in Enrollment Process and Required Program Materials.

## Financial Aid

Sabio is not an accredited institution and is therefore ineligible to participate in Federal Student Aid programs. Sabio does offer Women in Tech Scholarships, Coding Scholarships, and various forms of financial loans so that students may finance their instruction. Women in Tech Scholarships are offered to individuals that identify as

women and demonstrate a financial need for the assistance. Sabio accepts all Veteran Administration, and Department of Defense training / educational benefits including: Post 911, Vet Tec and Vocational Rehab.

**A degree program that is unaccredited or a degree from an unaccredited institution is not recognized for some employment positions, including, but not limited, to positions with the state of California.**

**Students enrolled in unaccredited institutions do not qualify for federal student financial aid programs.**

## **Financing Options**

Currently, Sabio is partnered with SallieMae and Ascend for students attending our full-time programs. Students may apply for a loan via any of the lenders mentioned or may seek out other forms of loans or scholarships to cover the program's tuition and living expenses. Loans through Ascend and are paid directly to Sabio. Any money loaned for living expenses will be dispersed to students in a minimum of two payments. All students must have applied a week before the assessment date. Students are not guaranteed approval.

If a student obtains a loan to pay for an education program, the student will have to repay the full amount of the loan plus interest, less the amount of any refund. If the student receives federal student aid funds, the student is entitled to a refund of the monies not paid from the financial aid funds.

# **Student Tuition Recovery Fund**

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 the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 N. Market Blvd., Suite 225, Sacramento, CA 95834, (916) 574-8900 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 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 the 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 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 non-collection 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 filed 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.

## **Student Right to Cancel / Refund Policy**

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

Veteran students receiving VA funding via the Department of Veterans Affairs will be eligible for a pro rata refund up to 100% of the program.

- Cancellation may occur when the student provides a written notice of cancellation at the following address: 400 Corporate Pointe, Culver City, CA 90230. This can be done by mail or by hand delivery.
- The written notice of cancellation, if sent by mail, is effective when deposited in the mail properly addressed with proper postage.
- The written notice of cancellation need not take any form and however expressed, it is effective if it shows that the student no longer wishes to be bound by the Enrollment Agreement.
- If the Enrollment Agreement is cancelled the school will refund the student any money he/she paid, less a registration or administration fee not to exceed \$10.00, after the notice of cancellation is received. Charges, including textbooks, uniforms, etc, that become student property, are fully refundable if the student exercises their Right to Cancel during the cancellation period. For Military Veteran students receiving VA benefits, the maximum retained as a registration fee will be \$10.00.

## **Withdrawal from the Program/ Refund Policy**

For students enrolling directly into Sabio, you may withdraw from the school at any time after the cancellation period (described above) and receive a pro rata refund if you have completed 60 percent or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less a registration or administration fee not to exceed \$10.00, after the notice of withdrawal is received. Charges, including textbooks, uniforms, etc., that become student property, are fully refundable if the student exercises their Right to Cancel during the cancellation period. For Military Veteran students receiving VA benefits, the maximum retained as a registration fee will be \$10.00. If the student has completed more than 60% of the period of attendance for which the student was charged, the tuition is considered earned and the student will receive no refund. Veteran students receiving VA funding via the Department of Veterans Affairs will receive a pro rata refund up to 100% of attendance during all programs. To determine a refund under this section, a student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; absences in excess of maximum set forth by the institution; and/or failure to meet financial obligations to the School.
- The student has failed to attend class for three consecutive days.
- The student fails to return from a leave of absence.

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

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

## **Consequences of Loan Default – Veterans**

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

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

## **Notice Concerning Transferability of Credits and Credentials Earned at The Institution**

The transferability of credits you earn at Sabio Enterprises, Inc. is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate of completion that you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate of completion 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 your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Sabio Enterprises, Inc. to determine if your certificate of completion will transfer.

# **Policies Regarding Articulation, Prior Learning Assistance, and International Student Visas**

Sabio has not entered any articulation or transfer agreement with any other college or university. Sabio does not award credit for prior experiential learning. However, U.S. Military Veterans receiving VA benefits may request prior learning credit for evaluation by Sabio's CAO. In those circumstances, Sabio will maintain a copy of the student's request and the written record of the previous education and training of the veteran and, when prior learning credit is applied, Sabio will clearly indicate in the student record that appropriate credit was given for previous education and training, with the training period shortened proportionately, and the Veteran and the CSAAVE will be notified. Currently, Sabio does not admit students from countries outside the U.S. because the institution cannot provide student visa services, nor will the institution verify student immigration status.

## **Notice of Pending Accreditation**

On December 5, 2019, Sabio Enterprises, Inc. was accepted by the Council on Occupational Education as a Candidate for Accreditation.

## **Languages**

Sabio only provides instruction and documentation in English, therefore all students are required to be fluent in English. If Sabio is concerned about a student's English proficiency, it will request that the student provide proof of passing scores 61 on the TOEFL exam. Sabio does not provide English language services, such as ESL instruction.

## **Student Records**

Sabio will maintain copies of student's financial ledger, an academic transcript, and completion certificates permanently. All other student records will be retained for five (5) years.

## **Certificate of Completion**

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

# Leaves of Absence

Students may submit a written request for leaves of absence. Requests will be considered, and such leaves may be granted at the discretion of the school.

## Student Conduct Policy

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

## Sabio Attendance Policy

Sabio's programs are very intense and require consistent attendance and dedication. Students who do not meet the attendance requirements of the program as defined in the Sabio Student Catalog will be dismissed. All absences are considered "unexcused", including "cutting class", unless the student has suffered:

- An Illness
- Medical Appointments
- Jury Duty
- Interviewing for Work During the Last Two Weeks of the Program
- Death or birth in his/her immediate family
- or at the discretion of the Chief Academic Officer

Students also understand that the expected out-of-class assignments commitment will be approximately 30 hours per week. Due to the length of the programs Sabio will dismiss a student from a program after being absent for three (3) days and/or being tardy for four (4) days. If a student arrives after 10:00am they will be marked as tardy. Sabio makes it clear to all students the importance of being present. Students who are dismissed, or whose program is interrupted, due to attendance policy violations are allowed to request readmission to an upcoming cohort.

- First absence: The student will be contacted by the Staff and reminded of the attendance policy.
- Second absence: The student is placed on attendance probation for the remainder of the program and will be given a warning of possible program interruption/dismissal.
- Third absence: The student will be dismissed from the program and required to meet with the CEO and CAO to discuss the student's future at the institution. A prorated refund, if applicable, will be provided.



- Tardiness: Students who are tardy or leave early (missing more than 30 minutes) on more than three occasions during their enrollment period will be placed on attendance probation. A fourth instance of tardiness may result in dismissal from the program.
- Students who are tardy are responsible for making up the time and work they missed before the end of the same day. All students can remain in the classroom until 9 p.m.
- Students cannot make up missed class days; however, students may make up missed work/assignments within 48 hours of an absence or a time period specified by Academic Officer in order for that work to be evaluated by the CAO.

## **Academic Transcripts and Certificate of Completion**

All Sabio Fellows will receive five (5) different assessments with a Senior Instructor or our Chief Academic Officer during the training program. Each assessment will allow the instructors to provide grades for the students. When a student assessment is completed, the Senior Instructor, or Chief Academic Officer, will log the findings of the assessment and give each student a grade via our Google Forms Assessment Files. When an assessment is completed, the Sabio Instructors will notify the administrative team so that we may transfer the grades into the transcript and also include a passing grade in the Certificate of Completion that is issued to each student at the end of the program. If a student scores at least a 70 in all the assessments, then the student will earn a Certificate of Completion. If a student does not receive at least a 70 in all 5 (five) assessments, then a student will only receive a transcript that details their grades, and will not receive a certificate of completion. If a student receives a 69 or less on an assessment, the student must receive a verbal notice and also be given the Notice of Lack of Academic Progress and/or Probation via email, and the administrative team must be copied on the email correspondence so that we may add these notices to the student files. If a student does not come current 30 days after a probation notice is given, the student will be expelled. The academic notice is found below for your review.

## **Academic Grading Policy & Satisfactory Academic Progress**

### **Progress Policy for All Programs**

The school's grading system for each class is:

1. Excellent 93 -100
2. Above Average 85 - 92
3. Average 78 - 84
4. Below Average 70 - 77
5. Unsatisfactory 69 - or Below

Grade average required for certifying completion of a course is a passing grade of 70. Upon successful completion, a certificate of completion will be awarded.

### **Unsatisfactory Progress**

Conditions for interruption for unsatisfactory progress:

- When the grade average of a student is unsatisfactory for a calendar month, the student will be placed on probation.
- If, during the next month the student's grade average is still unsatisfactory, the student will be interrupted, and the VA will be promptly notified.

### **Re-enrollment**

Condition for re-enrollment:

- Re-enrollment or re-entrance will be approved only after evidence is shown to the director's satisfaction that conditions which caused the interruption for unsatisfactory progress have been rectified.

### **Grading Milestone**

The following grading milestones will be observed at or about the end of the specified week.

#### **Grading for Full Stack Immersive Programs**

1. Week 2 - First C.R.U.D App
2. Week 3 - First Mock Interview
3. Week 5 - Solo Presentation
4. Week 7 - Second Mock Interview
5. Week 10 - Third Interview

#### **Grading for Technical Product Management via Node Development**

1. Week 2 - First C.R.U.D App
2. Week 3 - First Mock Interview
3. Week 5 - Solo Presentation

4. Week 7 - Second Mock Interview
5. Week 10 - Third Interview

### **Grading for Cybersecurity Program**

1. Every 4 weeks comprising of the materials class has covered

### **Cloud & Distributed Networks Associate Program**

1. End of Cloud Fundamentals
2. Every 4 Weeks of Cloud Specialist a Mock Interview will be conducted
3. End of Blockchain Fundamentals
3. Every 4 Weeks of Blockchain Advanced
4. inal Project Presentation at the end of the Blockchain Advanced

### **Grading Schedule For Digital Content Producer Tracks**

1. Week 3 - Photo
2. Week 6 - Video
3. Week 12 - Final Presentation of Portfolio

## **Probation and Dismissal Policies**

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

### **Conditions for Reentrance**

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

### **Student Achievement Measures and Completion Requirements**

- To exhibit the proficiency required to earn a Completion Certificate, a student must exhibit the following to the satisfaction of the Chief Academic Officer:
- Students will be able to apply key principles of systems analysis and design to selected business processes within the organization in order to implement effective information systems. (BSA — Business Systems Analysis)

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

## Student Services

Job Placement Services Sabio provides students with resume review and consultation (Sabio will not draft initial resume for Fellow), an opportunity to participate in a minimum of two mock interviews conducted by Sabio staff, promotion of the student on Sabio’s online channels, at the Fellow’s discretion, and access to Sabio’s extended mentorship training, placement services and professional network for a period of five years after completion of the Program.

**WHILE SABIO WILL PROVIDE PLACEMENT SERVICES TO FELLOWS BOTH DURING AND AFTER COMPLETION OF THE PROGRAM, SABIO CANNOT GUARANTEE THE EMPLOYMENT OF ANY FELLOW.**

After completing the program Sabio provides a classroom for alumni to come in and continue to work as they seek work. The room is available Monday through Friday, 8 a.m. to 8 p.m.

## Housing

Sabio does not offer on-campus housing or dormitories, nor does it provide housing services for students.

- For helpful information on locating apartments in Culver City, visit:
  - <http://www.apartmentfinder.com/California/Culver-City-Apartments>
- For information on the cost of living in Culver City, CA visit
  - <http://www.areavibes.com/culver+city-ca/cost-of-living/>

- For helpful information on locating apartments in Irvine, visit
  - <https://www.apartmentfinder.com/California/Irvine-Apartments>
- For information on the cost of living in Irvine, CA visit
  - <https://www.areavibes.com/irvine-ca/cost-of-living/>
- For information on the cost of living in Downtown Los Angeles, CA visit
  - <https://www.apartmentfinder.com/California/Los-Angeles/Downtown-Los-Angeles-Neighborhood-Apartments>
- For information on the cost of living in Downtown Los Angeles, CA visit
  - <https://www.areavibes.com/los+angeles-ca/fashion+district/cost-of-living/>

The institution does not endorse or make any warranty as to the accuracy or usefulness of these websites, they are provided solely for informational purposes. Housing costs range from \$500-\$5,000 per month in the Culver City and Downtown Los Angeles areas and \$500 - \$4,000 per month in the Irvine area. Sabio is not responsible for finding or assisting a student in finding housing.

## Student Rights and Grievances

### Procedure & Policy

Students should contact the CEO, Liliana Monge, via email or phone to discuss and resolve any student grievances immediately at [Liliana@sabio.la](mailto:Liliana@sabio.la) or (562) 307- 7589. In addition, our Chief Academic Officer may be contacted: [gregorio@sabio.la](mailto:gregorio@sabio.la)

- Step 1: Contact Liliana via phone at (562) 307-7589
- Step 2: Send an email to [Liliana@sabio.la](mailto:Liliana@sabio.la) and [Gregorio@sabio.la](mailto:Gregorio@sabio.la) expressing your concerns.
- Step 3: The CEO and CTO will work together to come up with a resolution
- Step 4: You will be contacted via email with a resolution within 3 to 5 business days to set up a time to discuss the resolution.

Sabio Staff will reprimand all Sabio students that do not comply with the Code of Conduct. Students that violate the code of conduct may be expelled as detailed in the Code of Conduct that is attached to all enrollment agreements, and students sign during the enrollment process.

## **Instructor violations of Code of Conduct**

Sabio Senior Staff will work with Instructors if they violate the Code of Conduct, and instructors may be reprimanded, or removed from their post if they are found to be in violation of the Code of Conduct

## **Administrative Team Members**

Sabio Senior Staff will work with Administrative Team Members if they violate the Code of Conduct with students, Instructors, or other Administrative Team Members. Sabio Administrative Team Members may be removed from their positions if they are found to be in violation of Code of Conduct.

**Sabio is a candidate for accreditation with the [Commission of the Council on Occupational Education](#). Persons wishing to file a student complaint or grievance should either write to the Executive Director of the Commission, Council on Occupational Education, 7840 Roswell Road, Bldg. 300, Suite 325, Atlanta, GA 30350, or submit comments on the Council's website ([www.council.org](http://www.council.org)). Persons making comments must provide their names and mailing addresses. You can also call: 770-396-3898, additionally, if a concern is not handled by the institution, students or any member of the general public may file a complaint with the Bureau for Private Postsecondary Education (BPPE) at 1747 N. Market Blvd., Suite 225, Sacramento, CA 95834, [www.bppe.ca.gov](http://www.bppe.ca.gov), (888) 370-7589, (916) 574-8900, or fax at (916) 263-1897 or by completing a complaint form, which can be obtained on the bureau's internet Web site [www.bppe.ca.gov](http://www.bppe.ca.gov).**

# **Administrators & Instructors**

## **Liliana Aide Monge, CEO & Co-Founder**

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

## **Gregorio Rojas, Chief Academic Officer & Co-Founder**

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

### **Brijesh Patel, Instructor - Irvine**

After getting his M.B.A. in 2011 at the University of La Verne, Brijesh pursued a career in technology with Sabio. With over four (4) years' experience as a software engineer, Brijesh mentors and leads teams to build multiple full stack web applications while working closely with product owners to analyze and meet business requirements.

### **Daniel Gonzalez, Instructor - Culver City**

With over five (5) years of experience as a software engineer and team leader, Daniel is an effective instructor who coaches and guides our fellows to ensure they can and will succeed as they transition into the tech field.

### **Hector Arias, Instructor - Downtown Los Angeles**

Over 3 years of professional experience in web development and project management. Mentors teams from product design and architecture in order to execute projects.

## **Bureau for Private Postsecondary Education**

### **Important Links**

- The school catalog  
<https://sabio.la/legaldocs/sabio%20student%20catalog%202021%20-%20july%201,%202022%20-%20google%20docs.pdf>
- School Performance Fact Sheet for each educational program offered by the institution.  
<https://sabio.la/legaldocs/2020/spfs2019-2017.pdf>
- The bureau's Internet Web Site  
<https://www.bppe.ca.gov/>
- The institution's most recent annual report submitted to the bureau.  
<https://bppe.ca.gov/webapplications/annualReports/2019/details/24179361>

# Sabio Fellows Code of Conduct

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

We do not tolerate harassment of any form. Sexual language and imagery are inappropriate and unwarranted in the training room. You will be expelled for this behavior. Avoid any conversation having to do with politics and religion as this is not the appropriate place for these conversations.

We require that you follow your Senior Instructors directions explicitly with regards to all things code. For example, if your Senior Instructor asks you to rewrite a function to meet our standards, then you are required to follow their instructions explicitly, and do exactly as you are directed, for as many times as you are directed. Code Reviews should focus 100% of the code and not the developer. Never give anyone one feedback about how “they are wrong” or how “they should not do XYZ”. Code review is to give feedback to the code and to improve code

- “If the function were written like...”
- “Wouldn’t the code error if...”
- “Would it be better if...”
- “The code will perform better....”
- “The code will error less ...”

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

<https://docs.google.com/document/d/12LXvIIOLKtbCJcHyRJyBbITNgY8odQzJuZiZEpTVkM/edit?usp=sharing>

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

Student Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# CATALOG RECEIPT FORM FOR STUDENTS

Student Name: \_\_\_\_\_

Scheduled Start Date: \_\_\_\_\_

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

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_