I have received a copy of the Career Development Catalog which contains the rules, regulations, course completion requirements and costs for the specific course in which I am interested.

I am aware that I am not responsible for the tuition cost of my training program which is covered by the State or Federal agency that has contracted with New Horizons Career Development Solutions to pay for the cost of my program.

eCourseware

New Horizons Career Development Solutions is committed to doing our part to conserve the environment and provide our students with the most technologically advanced "Best Practices" in IT training.

With this in mind, our students will have the benefit of utilizing electronic courseware.

With eCourseware, you'll be able to:

- Access course material on-the-go from your home or office
- Courseware is stored on a flash or thumb drive, so there is no need to tote around heavy books
- Ability to annotate or take notes directly in the eCourseware for future reference
- Download course content to hand-held and other personal electronic devices
- Interactive multimedia functions let you search through text to quickly find topics and answers

Print Name (Eligible Person): _____

Signature: _____

Career Consultant _____

Date: _____

New Horizons Career Development Solutions

Computer and Technology Training Services

Delivered at the Following Locations:

Anaheim
Adminstration Campus
1900 S. State College Blvd.,
Suite 100
Anaheim, CA 92806
(714) 221-3100
BPPE # 3012321

Burbank
Branch Campus
333 N. Glenoaks Blvd.,
Suite 400
Burbank, CA 91502
(818) 333-4600
BPPE # 1926221

Gardena
Branch Campus
1515 West 190th Street,
Suite 430
Gardena, CA 90248
(310) 342-3500
BPPE # 1935011

Sacramento
Branch Campus
1750 Creekside Oaks Drive
Suite 150
Sacramento, CA 95833
(916) 609-4700
BPPE # 34070844

San Diego
Branch Campus
7480 Miramar Rd, Bldg. B
Suite 202
San Diego, CA 92126
(858) 880-2200
BPPE # 29965875

Website
www.nhlearninggroup.com

Courses are also available online

Contents

Revised 4-1-2020

New Horizons Career Development Solutions has grown to become a leader in computer software and hardware instruction. New Horizons Career Development Solutions offers computer education Seven campuses and services the computer and networking needs for thousands of local and international corporate clients. Courses offered include PC software applications, networking, operating systems, graphics, internetworking, hardware and client/server programming along with Project Management, Six Sigma,

New Horizons Career Development Solutions provides a first rate, quality education, to students entering the Information Systems field for the first time, as well as supplementing the existing knowledge of experienced users. Our goal is to provide the student with a foundation of working knowledge that will allow them to be a success in the workplace.

HISTORY

New Horizons Computer Learning Centers, Inc. was founded in 1982, and in 2007 KML Enterprises Career Development, LLC acquired the Greater Los Angeles and Orange County franchise of New Horizons Computer Learning Centers.
In August 2009, New Horizons Computer Learning Centers in Riverside and San Bernardino Counties joined the KML family. Just 4 months later San Diego and Imperial County centers came on board.
In 2015, the growth, success and excitement continued, first with a name change to New Horizons Career Development Solutions, LLC and then with the acquisition of the Tucson and Sierra Vista Arizona franchise.
Most recently, in August 2016, Sacramento, Reno, and Las Vegas franchises joined our team.
Our growth from a one-room classroom in 2007 to 10 centers in 3 states: Arizona, California and Nevada in 2016 is a direct result of our determination and commitment to "Empower People to Succeed through Learning".

MISSION STATEMENT

Due to the ever-increasing need for well-trained and skilled computer professionals, New Horizons Career Development Solutions develops and effectively delivers well-structured courses where the focus is on increasing the student's growth opportunities by making them more employable and increasing opportunities for career advancement. New Horizons Career Development Solutions maintains awareness of the Information Technology (IT) market demands, through relationships with corporate employers. Students are equipped with cutting-edge, specialized, and marketable skills. New Horizons Career Development Solutions is committed to maintaining its position as a worldwide industry leader in providing quality training.

New Horizons Career Development Solutions provides a cost-effective, compelling education solution for those wanting a career change or enhancement in, Project Management, Business Skills and Information Technology (IT) industries. If you have a strong desire to make a career change, or if you are looking to upgrade your career prospects by pursuing a certification in IT, Business Skills or Project Management, New Horizons Career Development Solutions can help.

WHY NEW HORIZONS CAREER DEVELOPMENT SOLUTIONS?

If you are looking to upgrade your skills or begin a career in the Information Technology, New Horizons Career Development Solutions can give you the training which businesses are looking to hire. We have been training employees of thousands of these same businesses for the last 30 years, working with the premier training provider to that industry just makes sense. New Horizons Career Development Solutions offers a complete, simplified learning solution that focuses on knowledge transfer, retention and skills development.

- New Horizons Career Development Solutions' training programs are based on our corporate clients' hiring needs. With our clients' input, we tailor our training programs to the needs of the industry, giving our students a distinct advantage.
- You will be trained and prepared to pass the industry certifications required by employers, setting you apart from the competition.
- Our programs are short and intensive so you can get the critical skills and prepare for the certifications you need to enter the job market.
- New Horizons Career Development Solutions is the world's largest independent training company, offering more courses at more times and in more locations to individuals and businesses than any company in the industry.
- We are the complete solution:
  - o We start with the instructor-led training delivered by vendor-approved instructors.
  - o We give you our Virtual Labs to practice what you've learned.
  - o We provide you with test preparation tools to assist you in preparing for your exams.
  - o We assist you in entering the workforce. Our extensive corporate relationships allow us to design our programs around industry demand. These relationships also open the door for our graduates.

STUDENT SERVICES

At New Horizons Career Development Solutions we understand no two people learn the same way. To help you meet your training goals, we provide a comprehensive learning experience to effectively maximize your potential. A Guidance Counselor will assist you assuring your studies are on track and you are preparing properly for your exams.

At completion of your training New Horizons Career Development Solutions offers placement assistance. Our Placement Specialist works with businesses we train to find job opportunities for our students. It is the student's responsibility to work in conjunction with our Job Placement Specialist to find employment. Our placement assistance services include a Job Portal which is only available to our students who have completed our program. The jobs listed on the Portal are with companies who train with New Horizons Career Development Solutions and have requested to advertise the job on the Portal. We also conduct job fairs for our completed students with companies who have job openings. Our job fairs are conducted on a supply and demand basis.

Authorized Prometric Testing Center
These centers are available for our students' convenience. Additionally, Prometric tests may be taken at hundreds of other locations locally. New Horizons Career Development Solutions is a Thomson/Prometric Authorized Testing Center which enables students to take Certification tests for Microsoft®, Novell® CISCO®, CIW® and Comptia®. The purchase of test vouchers and registration for exams must be made through the Prometric® website or via telephone at (800) 733-3926.

Class Repeat Privilege
Students may retake courses listed on the public schedule free of charge, on a standby basis. Students who are retaking classes must use original courseware or purchase new courseware if they desire.

INTEGRATED LEARNING

New Horizons Career Development Solutions offers a professional learning experience and the flexibility to fit your busy schedule. New Horizons Career Development Solutions Integrated Learning is a comprehensive approach to learning that guides you through all stages of your learning lifecycle, and allows you to choose convenient delivery methods for your training:

Live Instructor Led Training

- Classroom Learning: traditional instructor-led classroom learning.
- Instructor led labs with a hands on approach to assure students are mastering the technology they are learning
- Our Learn while doing approach increases retention
- Post-assessments track progress and return on investment.
- Certification Exam Preps included in all programs which train for Industry Recognized Certifications

Hands-On Instructor-Led Training

Our classroom training gives you hands-on training from professional, certified Instructors, who are constantly re-tested and evaluated by every student to keep our quality of instruction at the highest level. Our student to computer ratio is one-to-one.

CCTV Lab

The CCTV lab is great for those who want to focus just on what they need to know without wasting time. Our team will take an assessment of your skills before your class begins, then customize a learning plan that helps you fill in any weak areas. This approach allows you to work with your mentor to strengthen your weaknesses and pay attention to areas for improvement.

To Obtain a Catalog

Individuals interested in obtaining a New Horizons Career Development Solutions Catalog can visit one of our campus, or may download our catalog by visiting our website at www.nhlearninggroup.com and refer to our CA Career Development Catalogue at https://www.careerdevelopmentsolutions.com/career-training-program-catalogs

Individuals can also obtain a catalog by calling us at 714-221-3100 and request a catalog to be mailed to their home address.

Enrollment Requirements

All Classes taught at New Horizons Career Development Solutions are taught in English. Students enrolling in programs and courses at New Horizons Career Development Solutions must be proficient in the English language and must possess a High School Diploma or equivalent. New Horizons Career Development Solutions Learning Group reserves the right to refuse enrollment of students.

"Programs Eligible for Veteran Educational Benefits"

"Programs that have the U.S. American flag are approved for veteran educational benefits."

These programs are delivered through our Hosted Distance Learning, CCTV modality. **All students** (**regardless of the funding source)** attending these programs must attend class in our center. Students who are not attending class in our center will be marked absent.

*Chapter 30, 32, 33, 35 and 1606 Students MAY NOT use Mentored Learning Classroom for Educational Clock Hours.

MCAS/MOS –with Business Skills

CalJOBS# 52040821000000   CRM ID: P27Socal

General Course Description

Microsoft Office Specialist (MOS) with an emphasis on Business Skills. This credential is a globally recognized standard that validates skills with using the Microsoft Office system.

The MOS credential validates the skills that individuals and organizations depend on. Candidates who successfully complete the program by passing a certification exam prove that they meet globally recognized performance standards and are able to work productively and efficiently.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will begin with learning basic computer skills along with mastering Microsoft Application Skills of Power Point, Word, Outlook, Excel and Access. Students will also be trained in basic business skills involving communication skills, both written and verbal. Business writing skills including proper business email use. This program works with both Microsoft Office Skills and Professional Skills.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Executive Assistant	First-Line Supervisors Managers	Managers of Office and Administrative Support	Receptionists Information Clerks
		Sales	Shipping and Receiving

Course Information

Hours: 448	Approximately 23 weeks of instruction	Price	$6,450.00
Course			Hours
QuickBooks or Microsoft Windows Levels One and Two			20
Microsoft Word Levels One, Two and Three			60
Microsoft Excel Levels One, Two and Three			60
Microsoft Power Point Levels One and Two			40
Microsoft Access Levels One and Two			120
Microsoft Outlook Levels One and Two			60
Advanced Interpersonal Communication			22
Business Writing			22
Effective Presentations			22
Time Management or Organizational Skills			22
*One Microsoft Exam Voucher and Exam Prep			

Price	**$5,865.00**
QuickBooks or Microsoft Windows Levels One and Two ($20x2)	$40.00
Microsoft Word Levels One, Two and Three ($20x3)	$60.00
Microsoft Excel Levels One, Two and Three ($20x3)	$60.00
Microsoft Power Point Levels One and Two ($20x2)	$40.00
Microsoft Access Levels One and Two ($20x2)	$40.00
Microsoft Outlook Levels One and Two ($20x2)	$40.00
Advanced Interpersonal Communication	$10.00
Business Writing	$10.00
Effective Presentations	$10.00
Total Textbook Cost (required and non-refundable)	**$310.00**
Exam (non-refundable)	**$200.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$6,450.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description

The Microsoft Office Specialist certification program is the only comprehensive, performance-based certification program approved by Microsoft to validate desktop computer skills in the below Microsoft Office desktop productivity programs. The MOS program meets the demand for "job ready" people in the global workplace.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
The Microsoft Office Specialist certification program provides computer program literacy, measures proficiency, and identifies opportunities for enhancement of skills. Successful candidates receive a Microsoft Office Specialist certification credential that sets them apart from their peers in the competitive job market. The certificate is a valuable credential that is recognized worldwide as proof that an individual has the desktop computing skills needed to work productively and efficiently.

The Microsoft Office Specialist program offers certification tracks for a number of Microsoft Office programs.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Bookkeeping	Accounting	
Auditing	Customer Service Representative	Computer Operators

Course Information

Hours: 360	Approximately 18 weeks of instruction	Price	**$5,000.00**
Course			Hours
Microsoft Windows Levels One and Two			20
Microsoft Word Levels One, Two and Three			60
Microsoft Excel Levels One, Two and Three			60
Microsoft Outlook Levels One and Two			60
Microsoft Power Point Levels One and Two			40
Microsoft Access Levels One and Two			120
*One Microsoft Exam Voucher and Exam Prep			
Price			**$4,445.00**
Microsoft Windows Levels One and Two ($20x2)			$40.00

Microsoft Word Levels One, Two and Three ($20x3)	$60.00
Microsoft Excel Levels One, Two and Three ($20x3)	$60.00
Microsoft Outlook Levels One and Two ($20x2)	$40.00
Microsoft Power Point Levels One and Two ($20x2)	$40.00
Microsoft Access Levels One and Two ($20x2)	$40.00
Total Textbook Cost (required and non-refundable)	**$280.00**
Exam (non-refundable)	**$200.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$5,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

MOS – Excel and Access – Along w/Business Analysis Training
CalJOBS# 52040111000038   CRM ID: C62SoCal

According to the International Institute of Business Analysis (IIBA), business analysis is the practice of enabling change in an organizational context, by defining needs and recommending solutions that deliver value to stakeholders.   As a profession, business analysts work in many different types of industries, functioning in a multitude of capacities and holding a variety of job titles. As in other professions, there is great value in having a strong educational background, being part of a professional community and earning professional certification.

Prerequisites
and A High school diploma or equivalency is required.

Acquired Skills
Supporting the Project Portfolio, Developing the Solution Vision, Planning and Eliciting Requirements, Modeling Requirements, Validating Requirements, Assess the capabilities of your organization, assessing the risk, justifying the solution, the Business Case, Managing SharePoint Projects, etc

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

    Data Analyst   Business Analysis   Planning and Development

Course Information

Hours: 292	Approximately 16 weeks of training	Price	**$6,050.00**
Course			Hours
Microsoft Excel, Level One, Two and Three			60
Microsoft Access Levels One, Two			120
BA – 01 Business Analysis Essentials			13
BA – 02 Strategic Enterprise Analysis			13
BA – 03 Writing Effective Business Cases			13
BA – 04 Eliciting and Writing Effective Requirements			21
BA – 05 Process Modeling Using BPMN			13
BA – 06 Managing and Communicating Reqs for Projects			13
BA – 09 Managing Requirements for SharePoint Projects			13
BA – 10 Understanding Root Cause Analysis			13
*Two Microsoft Exam Voucher and Exam Prep			
Price			**$5,075.00**

Microsoft Excel, Level One, Two and Three – ($20x3)	$60.00
Microsoft Access Levels One, Two – ($20x2)	$40.00
BA -01, BA-02, BA-03, BA-04, BA-05, BA-06, BA-09, BA-10 – ($50x8)	$400.00
Total Textbook Cost (required and non-refundable)	**$500.00**
Exam (non-refundable)	**$400.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$6,050.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Business Skills Program

CalJOBS# 52040811000027   CRM ID: P8Socal

General Course Description

The Business Skills Program is a combination of globally recognized MOS applications along with valuable Business skills courses. The MOS credential validates the skills that individuals and organizations depend on. Candidates who successfully complete the program by passing a certification exam prove that they meet globally recognized performance standards and are able to work productively and efficiently.

Prerequisites

A High School Diploma or equivalency is required and no preexisting knowledge or skill set is required; however basic computer skills are highly recommended.

Acquired Skills

Students will begin with learning basic computer skills along with mastering Microsoft Application Skills of Power Point, Word, Outlook and Excel. Students will also be trained in basic business skills involving communication skills, both written and verbal. Business writing skills including proper business email use. This program works with both Microsoft Office Skills and Professional Skills.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Executive Assistant   Managers of Office and Administrative Support   Receptionists Information Clerks

Course Information

Hours: 340	Approximately 17 weeks of instruction	Price:	$5,100.00
Course			Hours
Microsoft Windows 7 Levels One and Two			47
Microsoft Word Levels One, Two and Three			61
Microsoft Excel Levels One, Two and Three			72
Microsoft Power Point Levels One and Two			51
Microsoft Outlook Levels One, Two			61
Grammar Skills			16
Business Writing			16
Effective Presentations			16
*One Microsoft Exam Voucher and Exam Prep			
Price			$4,555.00

Microsoft Windows 7 Levels One and Two ($20x2)	$40.00
Microsoft Word Levels One, Two and Three ($20x3)	$60.00
Microsoft Excel Levels One, Two and Three ($20x3)	$60.00
Microsoft Outlook Levels One and Two ($20x2)	$40.00
Microsoft Power Point Levels One and Two ($20x2)	$40.00
Grammar Skills	$10.00
Business Writing	$10.00
Effective Presentations	$10.00
Total Textbook Cost (required and non-refundable)	**$270.00**
Exam (non-refundable)	**$200.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$5,100.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description

It can be difficult to get ahead in today's market. To stand out and be noticed, more than ever, you need a clear and focused way to tell the world about your expertise. The solution? Become Adobe Certified. Adobe certification is an industry standard of excellence, and it's the absolute best way to communicate your proficiency in leading products from Adobe.

An Adobe Certified Expert (ACE) is a person who has demonstrated proficiency with one or more Adobe software products. To become an ACE, you must pass one or more product-specific proficiency exams and agree to the ACE terms and conditions.

Adobe Certified Professionals (ACPs) set themselves apart from other IT professionals. They consistently demonstrate expertise with Adobe products and platforms, and add value to colleagues, managers, and their own career.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

An Adobe Certified Expert is a person who has demonstrated proficiency with one or more Adobe Software products. ACE is recognized as a worldwide standard of excellence in Adobe software knowledge. To become an ACE, one must pass one or more product-specific proficiency exams and agree to the ACE terms and conditions.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Web Design   Web-Analyst   Graphic Designer   Marketing Specialist

Course Information

Hours: 476	Approximately 24 weeks of instruction	Price	$6,500.00
Course			Hours
Microsoft Power Point Level One, Two			40
Adobe Dreamweaver Level One, Two			64
Adobe InDesign Level One, Two			64
Adobe Acrobat Level One, Two			40
HTML5: Content Authoring Fundamentals / New and Advanced Features Level One, Two			66
Adobe Photoshop Level One, Two			64
Adobe Illustrator Level One, Two			64
Adobe Captivate The Essentials / Adobe Captivate Beyond The Essentials			74
*Five Adobe Exam Vouchers			
Price			**$5,105.00**

Microsoft Power Point ($20x2)	$40.00
Adobe Dreamweaver ($20x2)	$40.00
Adobe InDesign ($20x2)	$40.00
Adobe Acrobat ($20x2)	$40.00
HTML5: Content Authoring Fundamentals / New and Advanced Features ($20x2)	$40.00
Adobe Photoshop ($20x2)	$40.00
Adobe Illustrator ($20x2)	$40.00
Adobe Animate ($20x2)	$40.00
Total Textbook Cost (required and non-refundable)	**$320.00**
Exams (non-refundable)	**$1,000.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$6,500.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Office Specialist/Database Admin
CalJOBS# 52040811000025   CRM ID: P48Socal

General Course Description
The Office Specialist/Database Admin Program combination of globally recognized MOS applications along with a Microsoft MTA Certification in Databases. The MOS credential validates the skills that individuals and organizations depend on. Candidates who successfully complete the program by passing a certification exam prove that they meet globally recognized performance standards and are able to work productively and efficiently. Student will also earn an entry level Microsoft Technical Certification as a Database Specialist.

Prerequisites
A High School Diploma or equivalency is required and no preexisting knowledge or skill set is required; however basic computer skills are highly recommended.

Acquired Skills
Students will begin with learning basic computer skills along with mastering Microsoft Application skills of Word, Outlook and Excel. Students will also be trained in database skills starting with MS Access then moving on to Crystal Reports. Students will also earn a MTA as a Database Admin showing mastery of Database Fundamentals.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Database Analyst   Managers of Office and Administrative Support

Course Information

Hours: 182	Approximately 10 weeks of instruction	Price:	$5,195.00
Course			Hours
Microsoft Word Levels One, Two and Three			24
Microsoft Outlook Levels One and Two			17
Microsoft Excel Levels One, Two and Three			24
Microsoft Access Levels One and Two			64
40364 Database Administration Fundamentals			21
Crystal Reports Levels One and Two			*32*
*One Microsoft Exam Voucher and Exam Prep and One MOS Exam Prep and Voucher			
Price			**$4,195.00**
Microsoft Word Levels One, Two and Three ($20x3)			$60.00

Microsoft Outlook Levels One and Two ($20x2)	$40.00
Microsoft Excel Levels One, Two and Three 20x3)	$60.00
Microsoft Access Levels One and Two ($20x2)	$40.00
40364 Database Administration Fundamentals	$150.00
Crystal Reports Levels One and Two ($20x2)	$130.00
Total Textbook Cost (required and non-refundable)	**$480.00**
Exams (non-refundable)	**$445.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$5,195.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Office Administrator Certificate Program

CalJOBS#   CRM ID:

43-9061.00- Office Clerks, General

General Course Description

The Office Administrator Certificate Program gives students the foundations they need to begin a career performing general office duties. This program includes training is the four most used Microsoft Office Software Programs. Students will also be trained in Business Skills to help them be effective and efficient in a professional work environment.

Included in the Certification Program is an exam prep and exam voucher for a Microsoft Specialist Certification. The MOS credential validates the skills that as a specialist in Microsoft Excel.

Prerequisites

A High School Diploma or equivalency is required

Acquired Skills

Students will begin with learning basic computer skills along with mastering Microsoft Application Skills of Power Point, Word, Outlook, Excel and Access. Students will also be trained in basic business skills involving communication skills, both written and verbal. Business writing skills including proper business email use. This program works with both Microsoft Office Skills and Professional Skills.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Executive Assistant	Office Clerk	Managers of Office and Administrative Support	Information Clerks
Office Administrator	Receptionist		Shipping and Receiving

Course Information

Hours: 204	Approximately 12 weeks of instruction	Price:	$5,800.00
Course			Hours
Microsoft Windows Part One			12
Microsoft Word Levels One, Two and Three			36
Microsoft Outlook Levels One and Two			24
Microsoft PowerPoint Levels One and Two			24
Microsoft Excel Levels One, Two and Three			36
Pivot Tables			6
Acrobat One and Two			24
Email Etiquette			12
Communication Strategies			12
Time Management			12
Professional Prep			6
*MOS Certification Prep and Exam Voucher for MS Excel			
Price			**$5,490.00**
Microsoft Windows Part One ($20x1)			$20.00

Microsoft Word Levels One, Two and Three ($20x3)	$60.00
Microsoft Outlook Levels One and Two ($20x2)	$40.00
Microsoft PowerPoint Levels One and Two ($20x2)	$40.00
Microsoft Excel Levels One, Two and Three ($20x3)	$60.00
Pivot Tables ($20x1)	$20.00
Acrobat One and Two ($20x2)	$40.00
Email Etiquette ($10x1)	$10.00
Communication Strategies ($20x1)	$10.00
Time Management ($10x1)	$10.00
Total Textbook Cost (required and non-refundable)	**$310.00**
Exam	No Charge
Total Program Cost	**$5,800.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

PERFORMANCE CONSULTANT CERTIFICATE

CalJOBS#   CRM ID:

Onet 13-1111.00-Management Analysts

General Course Description

New Horizons Career Development Solutions has partnered with the top Executive Coaching, Leadership Development and Turn- Around Management Professionals in the nation to develop a training program which teaches former executives to become Performance Consultants. Candidates completing our program will work with Executive and Management teams in finding the best solution for businesses leadership, sales, and culture transformation.

Prerequisites

A High School Diploma or GED®

Acquired Skills

Students will learn Strategy Management as an effective process to solve major business challenges, get an existing initiative back on track, or build an effective and efficient plan for a new Business Development opportunity. They will learn to help management and functional teams work through problems and goals to achieve better results. Master the art of bringing a leadership team together in a structured environment and use a proven facilitation process. Lead teams to develop clear concise goals and efficient action steps to solve organizations top business challenges. Proven methods will be learned to develop sales people into Business Consultants who can create a value proposition, make a compelling presentation, move the sale through hibernation, prepare a plan for negotiating the terms of the sale, assist in the post-sale process, and develop a growth and measurement plan along with a Six Step Performance Management Strategy that enables managers to achieve expected and desired results from the people and resources under their leadership. A unique blend of hands on corporate experience with a strong leadership background and coaching style will be taught. One-on-One Coaches learn solution techniques for any business leader or as a Strategic Coach or Trainer for leadership teams within an organization.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Leadership Development Manager	Organizational Development Consultant	Management Consultant

Course Information

Hours: 192 Approximately 10 weeks of training	Price:	$7,500.00
Course		Hours
Microsoft Excel		32
Microsoft Outlook		32
Microsoft PowerPoint		32
Microsoft Word		48
Project Management Fundamentals		8
Effective Presentations		8
Advanced Communications		8
Performance Consultant Training		24
Price		**$7,105.00**

Microsoft Excel	$60.00
Microsoft Outlook	$40.00
Microsoft PowerPoint	$40.00
Microsoft Word	$60.00
Project Management Fundamentals	$10.00
Effective Presentations	$10.00
Advanced Communications	$10.00
Performance Consultant Training	$10.00
Total Textbook Cost (required and non-refundable)	**$320.00**
Exams (None)	**$0.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$7,500.00**

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Junior Data Analyst

CalJOBS# 11010111000006   CRM ID: C50Socal

General Course Description
According to the International Institute of Business Analysis (IISA), business analysis is the practice of enabling change in an organizational context, by defining needs and recommending solutions that deliver value to stakeholders. As a profession, business analysts work in many different types of industries, functioning in a multitude of capacities and holding a variety of job titles. As in other professions, there is great value in having a strong educational background, being part of a professional community and earning professional certification. New Horizons Career Development Solutions has developed a full program of business analysis training that will help you to achieve your goals, up to and including the achievement of earning your CBAP (Certified Business Analysis Professional} certification.

Audience
Entry level database training for career changers and career enhancers.

Prerequisites
New Horizons Career Development Solutions and Microsoft do not strictly define the prerequisites. As a result, no pre-existing knowledge or skill set involving computer technology is required; however Computers Made Easy and basic computer skills are suggested and a High School Diploma or equivalency is required

Acquired Skills
Functional, non-functional and implementation requirements; requirements vs. specifications, risk management, risk response, work breakdown structure, Business Requirements Document (BRD); Modeling using BPMN, validation and verification, types of testing, analysis.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Analyst   Data Analyst   Manager

Course Information

Hours: 328 Approximately 16 weeks of training	Price:	$5,200.00
Course		Hours
Microsoft Access		96
Microsoft Excel		72
Excel – Business Data Analysis		8
Crystal Reports		64
20761 Querying Data with Transact SQL		72
BA-01 – Business Analysis Essentials		16
*Two MOS Exam Vouchers / Preps		
Price		**$4,175.00**
Microsoft Access ($20x2)		$40.00

Microsoft Excel ($20x3)	$60.00
Excel – Business Data Analysis ($20x1)	$20.00
Crystal Reports ($65x2)	$130.00
20761 Querying Data with Transact SQL ($250x1)	$250.00
BA-01 – Business Analysis Essentials ($50x1)	$50.00
Total Textbook Cost (required and non-refundable)	**$550.00**
Exams (non-refundable)	**$400.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$5,200.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Data Analyst (Entry Level)
CalJOBS#   CRM ID:
15-1121.00- Computer Systems Analysts : 15-1199.08- Business Intelligence Analysts

General Course Description
The need for IT departments and Business Units to monitor and analyze data is increasing daily.   There is currently an unprecedented demand for the skills required to manage and leverage large data sets into a competitive advantage.   . Professionals completing our certificate program will understand how to automate methods of collecting and analyzing data and utilizing the findings to create a business recommendation.

Prerequisites
A High school diploma or GED®

Acquired Skills
Students will master Excel from learning to navigate the User Interface to using the software for Data Mining, Machine learning and predictive analytics utilizing toolsets including Analysis Services and Power Pivots and Pivot Tables.   Microsoft Access will be used to manage data including creating a new database, constructing tables, designing forms and reports. Students will be able to expand their knowledge of database design, write advanced queries, structure existing data, share data across applications, and customize reports. Students will create a basic report by connecting to a database and modifying the report's presentation. Information is critical to making sound business decisions. Understand the role of the business analyst. Acquire a solid understanding of the various tasks/activities that comprises business analysis. Recognize the pre and post project business analysis activities. Develop requirements for software-intensive systems using proven methodologies. Build a use case-based requirements model Write user stories and brief, casual, fully developed use cases   Validate requirements, manage the changes and keep traceability   Learn how to initiate a root cause analysis and gather data for investigating process and non-process incidents.   Apply powerful techniques to identify and know the difference between symptoms and root causes Learn how to avoid future incidents by developing appropriate recommendations to address causal factors and root causes. Develop a process to identify systemic problem areas. Students will also identify the processes, requirements, time, cost and manage projects.

Job Titles   (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| Business Analysts | Data Analyst | Research Analyst | Business Intelligence Analyst |

Course Information

Hours: 288	Approximately 16 weeks of instruction	Price	$8,500.00
Course		Hours	
Microsoft Excel Levels One, Two and Three		36	
Microsoft Access Levels One and Two		48	
Crystal Reports Levels One and Two		48	
Data Analysis with Pivot Tables		12	
Data Analysis with Power Pivot		12	
BA01 – Business Analysis Essentials		36	
BA10 – Understanding Root Cause Analysis		36	
BA30 – Foundation of Business Analysis		48	
Project Management Fundamentals		12	
*MOS Excel Certification exam prep and exam voucher			

Price	**$8,070.00**
Microsoft Excel Levels One, Two and Three	$60.00
Microsoft Access Levels One and Two	$40.00
Crystal Reports Levels One and Two ($65x2)	$130.00
Data Analysis with Pivot Tables	$20.00
Data Analysis with Power Pivot	$20.00
BA01 – Business Analysis Essentials	$50.00
BA10 – Understanding Root Cause Analysis	$50.00
BA30 – Foundation of Business Analysis	$50.00
Project Management Fundamentals	$10.00
Total Textbook Cost (required and non-refundable)	**$430.00**
Exam	No Charge
Total Program Cost	**$8,500.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

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Data Analyst (Level Two) MCSA/ MTA – Microsoft SQL Business Intelligence Development

O*Net 15-1199   15-2041   11-3021   43-9111

General Course Description
SQL Server is a vital tool for businesses and large organizations around the world, as it allows them to gain better insight into their data and leverage the information to make more informed decisions. This information can mean the difference between success and failure as businesses continually work to understand industry trends, customer behavior, and more. Earning an MCSA: SQL 2016 Business Intelligence Development certification validates your extract, transform, and load (ETL) and data warehouse skills, along with those for implementing BI solutions using multidimensional and tabular data models and online analytical processing (OLAP) cubes. This certification will qualify you for a position as a BI developer.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Skills acquired are not limited to, but include: Create Transact-SQL SELECT queries. Query data by using subqueries and APPLY. Create database programmability objects by using Transact-SQL. Implement error handling and transactions. Implement data types and NULLs
Design and implement dimension tables. Design and implement fact tables. Design and implement indexes for a data warehouse workload. Design storage for a data warehouse. Design and implement partitioned tables and views. Design and implement an extract, transform, and load (ETL) control flow by using a SQL Server Integration Services (SSIS) package. Design and implement an ETL data flow by using an SSIS package. Implement an ETL solution that supports incremental data extraction. Create a multidimensional database by using Microsoft SQL Server Analysis Services (SSAS). Design and publish a tabular data model. Configure memory limits, configure Non-Union Memory Architecture (NUMA), configure disk layout, determine SSAS instance placement .

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Data Warehousing Specialist	Business Intelligence Analysts	Data Management Specialist
Statisticians	Computer and Information Systems Specialist	

Course Information

Hours: 324	Approximately 18 Weeks	Price	$8400.00
Course			**Total Hours**
Database Fundamentals			36
Intro to SQL Databases			36
SQL Querying –Level 1 Fundamentals of Querying			18
SQL Querying - Level 2 Advanced Querying			18
Querying Data with Transact SQL			54
Developing SQL Data Models			36
Implementing a Data Warehouse with Microsoft SQL Server			54
Communication Strategies			9
Developing Successful Interpersonal Skills			31.5
Writing for the Business Professional			31.5
*THREE Microsoft Exam Vouchers and Exam Prep (2 for MCSA and MTA 98-364)			
Price			**$7,350.00**

Database Fundamentals	$10.00
Intro to SQL Databases	$150.00
SQL Querying –Level 1 Fundamentals of Querying	$10.00
SQL Querying - Level 2 Advanced Querying	$10.00
Querying Data with Transact SQL	$250.00
Developing SQL Data Models	$250.00
Implementing a Data Warehouse with Microsoft SQL Server	$250.00
Communication Strategies	$10.00
Developing Successful Interpersonal Skills	$10.00
Writing for the Business Professional	$100.00
Total Textbook Cost (required and non-refundable)	**$1050.00**
Exam	No Charge
Total Program Cost	**$8,400.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Desktop Application Administration Certificate Program

Office and Administrative Support Occupations
43-9061.00- Office Clerks, General

General Course Description
The Desktop Application Administration Certificate Program teaches students the applications which are used most in today's business world. While Microsoft applications are still the most used applications across businesses of all sizes of there is a recent surge of companies using Google Applications. This program not only addresses the Microsoft suite but also teaches student Google Applications along with the Adobe Applications that are most used in offices and valuable for Administration positions.   Students completing this program will have a balance of skills including a business writing class. At completion of the program students will receive a Certificate of Completion in Desktop Application Administration.

Prerequisites
A High School Diploma or equivalency is required.

Acquired Skills
Students will begin with learning basic computer skills. They will master the Microsoft Application Suite with includes Windows, Word, Outlook, PowerPoint, Excel with a focus on Pivot Tables. Students will learn the Google G-Suite of applications. Adobe Acrobat, Photoshop and InDesign will give students the fundamentals be successful in creating documents for business use. Visio will give students the tools needed for projects and organization charts. Students completing the program will be taught business writing skills to allow them to be communicate effectively when writing in business documents.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Executive Assistant	Office Clerk	Managers of Office and	Information Clerks
Office Administrator	Receptionist	Administrative Support	Shipping and Receiving

Course Information

Hours: 294	Approximately 17 weeks of instruction	Price:	$7,500.00
Course			Hours
Google G- Suite			12
Adobe Photoshop Levels One and Two			48
Adobe InDesign Levels One and Two			24
Microsoft Windows Part One			12
Microsoft Word Levels One, Two and Three			36
Microsoft Outlook Levels One and Two			24
Microsoft PowerPoint Levels One and Two			24
Microsoft Excel Levels One, Two and Three			36
Pivot Tables			6
Acrobat One and Two			24
Visio One and Two			24
Writing for the Business Professional			24
Price			$6,978.00

Google G- Suite	$22.00
Adobe Photoshop Levels One and Two	$40.00
Adobe InDesign Levels One and Two	$40.00
Microsoft Windows Part One	$20.00
Microsoft Word Levels One, Two and Three	$60.00
Microsoft Outlook Levels One and Two	$40.00
Microsoft PowerPoint Levels One and Two	$40.00
Microsoft Excel Levels One, Two and Three	$60.00
Pivot Tables	$20.00
Acrobat One and Two	$40.00
Visio One and Two	$40.00
Writing for the Business Professional	$100.00
Total Textbook Cost (required and non-refundable)	**$522.00**
Total Program Cost	**$7,500.00**

Adobe – Microsoft® Certified Application Program
CalJOBS# 50040911000014   CRM ID: P5SoCal

General Course Description
This program incorporates both Adobe Training and Microsoft Application Training. Two Certifications will be earned through the training, Adobe Certified Web Expert and One Microsoft Certified Application Specialist in the Strident field of choice; Excel, Word, PowerPoint, Outlook or Access.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
An Adobe Microsoft Certified Application person is someone who has demonstrated proficiency with one or more Adobe Software products and one of the Microsoft Office Suite applications. This certification is recognized as a worldwide standard of excellence in Adobe software knowledge and one Microsoft certified application.

Job Titles (Job Titles related to Photography Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Graphic Designers	Multi-Media Artist and Animators	Executive Secretaries & Administrative Assistants	Receptionist Information Clerks

Course Information

Hours: 684	Approximately 35 weeks of instruction	Price	$10,000.00
Course			Total Hours
Adobe Dreamweaver Levels One and Two			60
HTML5: Content Authoring Fundamentals / New and Advanced Features			60
Adobe Acrobat Levels One and Two			30
Adobe Illustrator Levels One and Two			60
Adobe Photoshop Levels One and Two			60
Adobe Captivate The Essentials / Adobe Captivate Beyond The Essentials			74
Microsoft Word Levels One, Two and Three			60
Microsoft Excel Levels One, Two and Three			60
Microsoft PowerPoint Levels One and Two			40
Microsoft Outlook Levels One and Two			60
Microsoft Access Levels One and Two			120
*Three Exam Vouchers and Exam Preps			
Price			**$8,845.00**
Adobe Dreamweaver Levels One and Two ($20x2)			$40.00

HTML5: Content Authoring Fundamentals / New and Advanced Features ($20x2)	$40.00
Adobe Acrobat Levels One and Two ($20x2)	$40.00
Adobe Illustrator Levels One and Two ($20x2)	$40.00
Adobe Photoshop Levels One and Two ($20x2)	$40.00
Adobe Captivate The Essentials / Adobe Captivate Beyond The Essentials ($20x2)	$40.00
Microsoft Word Levels One, Two and Three ($20x3)	$60.00
Microsoft Excel Levels One, Two and Three ($20x3)	$60.00
Microsoft PowerPoint Levels One and Two ($20x2)	$40.00
Microsoft Outlook Levels One and Two ($20x2)	$40.00
Microsoft Access Levels One and Two ($20x2)	$40.00
Total Textbook Cost (required and non-refundable)	**$480.00**
Exams (non-refundable)	**$600.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$10,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Adobe Web Design with Microsoft Backend Development
CalJOBS# 11080111000008   CRM ID: P6SoCal

General Course Description

Students will learn Adobe frontend/static web specific applications. Using these tools and applications, students will learn how to create and edit webpages to develop full, content-rich web applications, along with publications and other collateral. Students will also learn Microsoft Backend Development. This will allow students to develop their web applications and properly run and store them on the Microsoft platforms.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will master more Adobe Software along with Microsoft Backend Development skills.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Graphic Designers   Multi-Media Artist   Animators

Course Information

Hours: 602	Approximately 31 weeks of training	Price	$10,000.00
Course		Hours	
Adobe Dreamweaver Levels One and Two		64	
HTML5: Content Authoring Fundamentals / New and Advanced Features		66	
Adobe Illustrator Levels One and Two		64	
Adobe Photoshop Levels One and Two		64	
Adobe InDesign Level One and Two		64	
20480 Programming in HTML 5 with JavaScript and CSS 3		70	
20461 Querying Microsoft SQL Server		70	
20486 Developing ASP.Net MVC Applications		70	
20487 Developing Windows Azure and Web Services		70	
*Three Adobe Exam Vouchers and Three Microsoft Exam Vouchers			
Price		**$7,450.00**	
Adobe Dreamweaver Levels One and Two		$40.00	

HTML5: Content Authoring Fundamentals / New and Advanced Features	$40.00
Adobe Illustrator Levels One and Two	$40.00
Adobe Photoshop Levels One and Two	$40.00
Adobe InDesign Level One and Two	$40.00
20480 Programming in HTML 5 with JavaScript and CSS 3	$250.00
20461 Querying Microsoft SQL Server	$250.00
20486 Developing ASP.Net MVC Applications	$250.00
20487 Developing Windows Azure and Web Services	$250.00
Total Textbook Cost (required and non-refundable)	**$1,200.00**
Exams (non-refundable)	**$1,275.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$10,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Web Specialist Program

CalJOBS# 11080311000005   CRM ID: P67Socal

General Course Description

Our Web Specialist Program allows the student to master the Adobe Web design related software products.

Prerequisites

A High School Diploma or equivalency is required and Basic computer skills are suggested and Creativity/Artistic qualities are a plus.

Acquired Skills

Students will learn how to use Adobe Web Design products which they can implement in to design web pages. Students will have courses in Dreamweaver, XHTML, HTML and CSS, Photoshop, Illustrator and Adobe Animate.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| Web Design | Web-Analyst | Graphic Designer | Marketing Specialist |

Course Information

Hours: 296	Approximately 15 weeks of instruction	Price	$5,000.00
Course			**Hours**
Adobe Dreamweaver Levels One, Two and Three			80
Web Design for XHTML, HTML & CSS Levels One, Two and Three			48
Adobe Photoshop Levels One and Two / Photo Printing & Color / Web Production			56
Adobe Illustrator Levels One and Two			44
Adobe Animate Levels One and Two			68
Price			**$4,685.00**
Adobe Dreamweaver Levels One, Two and Three			$60.00
Web Design for XHTML, HTML & CSS Levels One, Two and Three			$60.00
Adobe Photoshop Levels One and Two / Photo Printing & Color / Web Production			$40.00
Adobe Illustrator Levels One and Two			$40.00
Adobe Animate Levels One and Two			$40.00
Total Textbook Cost (required and non-refundable)			**$240.00**
NO Exams			**$0.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$5,000.00**

CompTIA A+ Certification

CalJOBS# 11090111000008   CRM ID: P14SoCal

General Course Description

CompTIA A+ is a program curriculum sponsored by CompTIA that increases the knowledge and technical competency of entry-level computer service technicians. A+ covers two main areas of competency: The Essentials class is followed by: IT Technician, Remote Support Technician, and Depot Technician. A+ is a non-vendor, non-product specific program. It provides industry-recognized valuable knowledge that may open doors with prospective employers or leads to job advancement opportunities. The program is supported by major computer hardware and software vendors, distributors, resellers and publications.

Prerequisites

A High school diploma or equivalency is required or student must pass an Ability to Benefit Exam.

Acquired Skills

CompTIA A+ program trains students to be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Repair Technician	PC / Network Support	Systems Support
Hardware Technician	Bench Technician	PC Field Technician

Program Information

Hours: 140	Approximately 8 weeks of instruction	Price	$3,900.00
Course			**Hours**
CompTIA A+ Training – Essentials – IT Tech/Remote Support/Depot Tech			140
*Two CompTIA Exam Vouchers and Exam Preps			
Price			**$3,257.00**
CompTIA A+ Training – Essentials – IT Tech/Remote Support/Depot Tech			$68.00
Total Textbook Cost (required and non-refundable)			**$68.00**
Exams (non-refundable)			**$500.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$3,900.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

CompTIA Network+ Certification
CalJOBS# 11100112000002   CRM ID: P17SoCal

General Course Description

CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services.

.Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Support   Systems Support   PC Field Technician

Program Information

Hours: 105	Approximately 4 weeks of instruction	Price	$2,395.00
Course			Hours
CompTIA Network+ Training			105
*One CompTIA Exam Voucher and Exam Prep			
Price			$1,902.00
CompTIA Network+ Training			$68.00
Total Textbook Cost (required and non-refundable)			$68.00
Exam (non-refundable)			$350.00
Registration Fee (non-refundable)			$75.00
Total Program Cost			$2,395.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

CompTIA A+, Network+
CalJOBS# 11100611000034   CRM ID: C47SoCal

General Course Description
CompTIA A+ is a program curriculum sponsored by CompTIA that increases the knowledge and technical competency of entry-level computer service technicians. A+ covers two main areas of competency: The Essentials class is followed by: IT Technician, Remote Support Technician, and Depot Technician.   A+ is a non-vendor, non-product specific program. It provides industry-recognized valuable knowledge that may open doors with prospective employers or leads to job advancement opportunities. **CompTIA Network+** validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services

Prerequisites
A High School Diploma or equivalency is required and Individuals should have basic knowledge of computers and operating systems.

Acquired Skills
Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Repair Technician   PC / Network Support   Systems Support
                                                                   PC Field Technician

Course Information

Hours:	245	Approximately 13 weeks of instruction	Price:	$6,100.00
Course				Hours
CompTIA A+				140
CompTIA Network+				105
*Three CompTIA Exam Vouchers and Exam Preps				
Price				**$5,039.00**
CompTIA A+				$68.00
CompTIA Network+				$68.00
Total Textbook Cost (required and non-refundable)				**$136.00**
Exams (non-refundable)				**$850.00**
Registration Fee (non-refundable)				**$75.00**
Total Program Cost				**$6,100.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

CompTIA Certified Security Administrator

General Course Description

CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services. **CompTIA Security+** validates the knowledge and skills of a professional in the field of security, one of the fastest-growing fields in IT. Security + proves competency in system security, network infrastructure, access control and organizational security.   **CompTIA Cybersecurity Analyst (CSA+)** is an international, vendor-neutral cybersecurity certification that applies behavioral analytics to improve the overall state of IT security. CSA+ validates critical knowledge and skills that are required to prevent, detect and combat cybersecurity threats.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls. Students will be able to identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure. CSA+ validates critical knowledge and skills that are required to prevent, detect and combat cybersecurity threats.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Support   Systems Support   Security Analyst

Course Information

Hours: 189	Approximately 10 weeks of instruction	Price	**$7,995.00**
Course			Hours
CompTIA Network+			70
CompTIA Security+			70
CompTIA Cybersecurity Analyst CSA+			49
Price			**$6,616.00**
CompTIA Network+			$68.00
CompTIA Security+			$68.00
CompTIA Cybersecurity Analyst CSA+			$68.00
Total Textbook Cost (required and non-refundable)			**$204.00**
Exams (non-refundable)			**$1,100.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$7,995.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

A+, Network+, MCSA Windows

CalJOBS# 11100112000018   CRM ID: C10Socal   iTrain: 15030117190200   SBY: 3021

General Course Description

The Microsoft Certified Solutions Associate credential proves that you have the skills to successfully support end-users and to successfully troubleshoot desktop environments that are running the Microsoft Windows operating system.

Audience

The MCSA credential is for IT professionals who are working in the typically complex computing environment of small, medium, or large organizations.

Prerequisites

A High School Diploma or equivalency is required

Acquired Skills

You will be supporting users, troubleshooting desktop applications and Windows 8 operating systems. You will acquire basic computer hardware and software skills and knowledge. Basic networking skills and knowledge will be achieved.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Help Desk   PC Technician   PC/Desktop Support Analyst

Course Information

Hours: 350	Approximately 18 weeks of instruction	Price:	$6,695.00
Course			Hours
CompTIA A+			140
CompTIA Network+			70
MD-100T00 Windows			70
MD-101 Managing Modern Desktops			70
*Two Microsoft Exam Vouchers & Three CompTIA Exam Vouchers			
Price			**$4,684.00**
CompTIA A+			$68.00

CompTIA Network+	$68.00
MD-100T00 Windows	$250.00
MD-101 Managing Modern Desktops	$250.00
Total Textbook Cost (required and non-refundable)	**$636.00**
Exams (non-refundable)	**$1,300.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$6,695.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

CompTIA Security + Certification

CalJOBS # 43011611000002   CRM ID: P18Socal

General Course Description

This course will prepare students to pass the current **CompTIA Security+** certification exam. After taking this course, students will understand the field of network security and how it relates to other areas of information technology. This course also provides the broad-based knowledge necessary to prepare for further study in specialized security fields, or it can serve as a capstone course that gives a general introduction to the field.

Objective

Upon successful completion of this course, students will be able to: - identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - establish security best practices for creating and running web-based applications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure. - manage security incidents.

Prerequisites

At Course Completion

Upon successful completion of this course, students will be able to: - identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Security Management   Computer Security Specialist   Systems Support

Program Information

Hours: 105	Approximately 7 weeks of instruction	Price	$2,395.00
Course		Hours	
CompTIA Security+ Training		105	
*One CompTIA Exam Voucher and Exam Prep			
Price		**$1,877.00**	
CompTIA Security+ Training		$68.00	
Total Textbook Cost (required and non-refundable)		**$68.00**	
Exam (non-refundable)		**$375.00**	
Registration Fee (non-refundable)		**$75.00**	
Total Program Cost		**$2,395.00**	

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

CompTIA Linux+ Certification
CalJOBS # 11010111000004   CRM ID: P16Socal

General Course Description

This course provides what you need to prepare for the Linux+ exam, including key core elements of the Linux operating system - installation, file system, RPMs, network configuration, backup, restore, X Window, kernel configuration, application management.

Prerequisite

A High School Diploma or equivalency is required
CompTIA A+, CompTIA Network+

Acquired Skills

This course provides what you need to prepare for the Linux+ exam, including key core elements of the Linux operating system - installation, file system, RPMs, network configuration, backup, restore, X Window, kernel configuration, application management

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Desktop Support   Systems Support

Course Information

Hours:	105	Approximately 6 weeks of instruction	Price:	$3,156.00
Course			Hours	
CompTIA Linux+ Training			105	
*Two CompTIA Exam Vouchers and Exam Preps				
Price			$2,513.00	
CompTIA Linux+ Training			$68.00	
Total Textbook Cost (required and non-refundable)			$68.00	
Exams (non-refundable)			$500.00	
Registration Fee (non-refundable)			$75.00	
Total Program Cost			$3,156.00	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

EC Council - CEH Certified Ethical Hacker

CalJOBS# 43011611000003   CRM ID: P20SoCal

General Course Description

This class will immerse the student into an interactive environment where they will be shown how to scan, test, hack and secure their own systems. Students then learn how intruders escalate privileges and what steps can be taken to secure a system.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn about Intrusion Detection, Policy Creation, Social Engineering, DDoS Attacks, Buffer Overflows and Virus Creation. When a student leaves this intensive 5 day class they will have hands on understanding and experience in Ethical Hacking.

Job Titles (Job Titles related to IT Training   stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

IT Security Specialist   Systems Security Analyst   Network Administrator

Program Information

Hours: 160	Approximately 10 weeks of instruction	Price	$3,995.00
Course			Hours
Certified Ethical Hacker			160
*One Exam Voucher and Exam Prep			
Price			$2,870.00
Certified Ethical Hacker			$300.00
Total Textbook Cost (required and non-refundable)			$300.00
Exam (non-refundable)			$750.00
Registration Fee (non-refundable)			$75.00
Total Program Cost			$3,995.00

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

Network+ and Security+

CalJOBS# 11100311000007   CRM ID:C63SoCal

General Course Description

CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services. CompTIA Security+ validates the knowledge and skills of a professional in the field of security, one of the fastest-growing fields in IT. Security+ proves competency in system security, network infrastructure, access control and organizational security.

Prerequisites

A High School Diploma or equivalency is required and Individuals should have basic knowledge of computers and operating systems.

Acquired Skills

Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls. Students will be able to identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Repair Technician   PC / Network Support   Systems Support   PC Field Technician

Course Information

Hours:	320	Approximately 12 weeks of instruction	Price:	$5,200.00
Course			Hours	
CompTIA Network+			160	
CompTIA Security+			160	
*Two CompTIA Exam Vouchers and Exam Preps				

Price	**$4,264.00**
CompTIA Network+	$68.00
CompTIA Security+	$68.00
Total Textbook Cost (required and non-refundable)	**$136.00**
Exams (non-refundable)	**$725.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$5,200.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

CompTIA A+, Network+, Security+ Certification (DOD 8570)

CalJOBS# 11100112000004   CRM ID: P15SoCal

General Course Description

CompTIA A+ is a program curriculum sponsored by CompTIA that increases the knowledge and technical competency of entry-level computer service technicians. A+ covers two main areas of competency: The Essentials class is followed by: IT Technician, Remote Support Technician, and Depot Technician. A+ is a non-vendor, non-product specific program. It provides industry-recognized valuable knowledge that may open doors with prospective employers or leads to job advancement opportunities. **CompTIA Network+** validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services. **CompTIA Security+** validates the knowledge and skills of a professional in the field of security, one of the fastest-growing fields in IT. Security + proves competency in system security, network infrastructure, access control and organizational security.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls. Students will be able to identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Repair Technician	PC / Network Support	Systems Support PC Field Technician

Course Information

Hours: 350	Approximately 19 weeks of instruction	Price	**$7,073.00**
Course		Hours	
CompTIA A+		140	
CompTIA Network+		105	
CompTIA Security+		105	
*Four CompTIA Exam Vouchers and Exam Preps			

Price	**$5,569.00**
CompTIA A+	$68.00
CompTIA Network+	$68.00
CompTIA Security+	$68.00
Total Textbook Cost (required and non-refundable)	**$204.00**
Exams (non-refundable)	**$1,225.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$7,073.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Information Technology Network Support Specialist Certificate Program

CalJOBS#   CRM ID:
15-1151.00 -Computer User Support Specialists

General Course Description

Student will receive Basic Computer training to Networking to Cloud Administration. This program offers a rounded education in the IT World. This is a beginning course that will introduce the student to basic hardware and software with CompTIA A+ then introduce them to basic networking with CompTIA Network+. Students will round out their training with IT Security training. Training will be completed with an introduction to computing within the Cloud.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills

Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, and Cisco IOS (software language). A junior Hardware installation, configuring and troubleshooting, Software installation, configuring and troubleshooting, Networking basics, IP addressing and services, Monitoring network services, Names resolution, IP addressing and services, File and print services, Network and remote access. Basic IT Security fundamentals will be mastered along with the foundations of Cloud computing.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer Specialist	Computer Support Specialist	Computer Technician
Information Technology Specialist	Network Technician Specialist	Help Desk Analyst

Course Information

Hours: 252	Approximately 14 weeks of instruction	Price $8,900.00
Course		Hours
CompTIA A+ Training – Essentials IT/Remote/Depot/Technician		90
CompTIA Network+ Training		54
CompTIA Security+		54
CompTIA Cloud+		54
*Five CompTIA Exam Vouchers and Exam Preps		
Price		**$8,628.00**
CompTIA A+ Training – Essentials IT/Remote/Depot/Technician		$68.00

CompTIA Network+ Training	$68.00
CompTIA Security+	$68.00
CompTIA Cloud+	$68.00
Total Textbook Cost (required and non-refundable)	**$272.00**
Exam	**No Charge**
Total Program Cost	**$8,900.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.
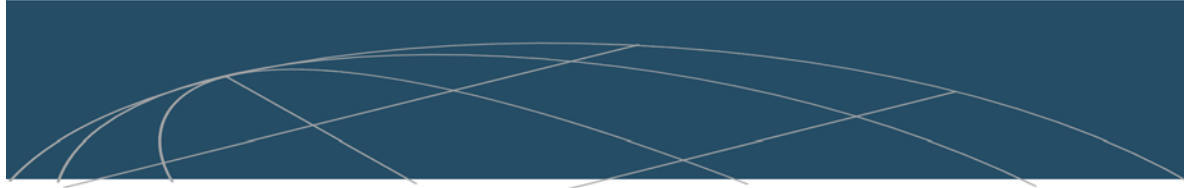
Information Technology Network Support Specialist Certificate Program (Track TWO)
Microsoft MCSA/MTA

O*Net 15-1142   15-1151   15-1143   11-3021   15-1152

General Course Description
The Microsoft Certified Solutions Associate (MCSA): Windows Server certification shows that you have the minimum set of skills needed to hit the ground running, and differentiates you as better able to work with Windows Server in a real-world business context. This certification validates a set of primary Windows Server skills that are relevant across multiple solution areas.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
A typical MCSA will support from 200 to 26,000 or more users at two to 100 physical locations. Typical network services and resources include messaging, file and print, proxy server or firewall, Internet and intranet, remote access, and client computer management. Connectivity needs include connecting branch offices and individual users in remote locations to the corporate network and connecting corporate networks to the Internet.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator   Network Technician   PC/Network Support   Desktop Support

Course Information

Hours: 252	Approximately 14 weeks of instruction	Price	$6,700.00
Course			Hours
Cloud Fundamentals			36
Installation, Storage and Computer with Windows Server			54
Networking with Windows Server			54
Identity with Windows Server			54
Professional Development Labs			18
Constructive Conflict Management			18
Excellence in Service			18
*Three Microsoft Exam Vouchers and Exam Preps MTA			

Price	**$5,770.00**
Cloud Fundamentals	$150.00
Installation, Storage and Computer with Windows Server	$250.00
Networking with Windows Server	$250.00
Identity with Windows Server	$250.00
Professional Development Labs (No Courseware)	$0.00
Constructive Conflict Management	$10.00
Excellence in Service	$20.00
Total Textbook Cost (required and non-refundable)	**$930.00**
Exam	**Included**
Total Program Cost	**$6,700.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

Information Technology Network Support Specialist Certificate Program (Track Three) Cisco Certified

Cisco Certified Networking Administrator Program (CCNA) with Specialization
 O*net 15-1121   15-1142   15-1151   15-1151   11-3021   11-3021   11-1152 15-1141

General Course Description

Cisco Certified Network Associate Security (CCNA® Security) validates associate-level knowledge and skills required to secure Cisco networks. With a CCNA Security certification, a network professional demonstrates the skills required to develop a security infrastructure, recognize threats and vulnerabilities to networks, and mitigate security threats. The CCNA Security curriculum emphasizes core security technologies, the installation, troubleshooting and monitoring of network devices to maintain integrity, confidentiality and availability of data and devices, and competency in the technologies that Cisco uses in its security structure

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, Cisco IOS (software language).

Job Titles (Job Titles related to IT Training stretch   Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator   Support Engineer   LAN/WAN Administrator   Network Technician

Course Information

Hours: 234	Approximately 13 weeks of instruction	Price	$8,400.00
Course			Hours
Interconnect Cisco Network Devices-ICND Part 1			54
Interconnect Cisco Network Devices-ICND Part 2			54
Implementing Cisco IOS Network Security (IINS)			54
Business Etiquette			9
Professional Development labs			36
Developing Successful Interpersonal Skills			27
*Three Cisco Exam Vouchers and Exam Preps			

Price	**$7,537.00**
Interconnect Cisco Network Devices-ICND Part 1	$281.00
Interconnect Cisco Network Devices-ICND Part 2	$281.00
Implementing Cisco IOS Network Security (IINS)	$281.00
Business Etiquette	$10.00
Professional Development labs	$0.00
Developing Successful Interpersonal Skills	$10.00
Total Textbook Cost (required and non-refundable)	**$863.00**
Exam	**Included**
Total Program Cost	**$8,400.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

INFORMATION TECHNOLOGY NETWORK SUPPORT SPECIALIST PROGRAM: SECURITY ADMINISTRATOR
(Track Four)

15-1111.00   Computer and Information Research Scientists
15-1151.00   Computer User Support Specialists
15-1122.00   Information Security Analysts
15-1142.00   Network and Computer Systems Administrators

General Course Description
Cybersecurity professionals require a well-rounded understanding of the tools, processes, and strategies that can be employed to defend their information systems from constantly evolving threats. CyberSec First Responder ® (CFR) is a comprehensive course designed to validate the knowledge and skills required to protect these critical information systems before, during, and after an incident. CompTIA CySA+ is the only intermediate high-stakes cybersecurity analyst certification with performance-based questions covering security analytics, intrusion detection and response. CySA+ is the most up-to-date security analyst course that covers advanced persistent threats in a post-2014 cybersecurity environment.The CompTIA PenTest+ certification verifies that successful candidates have the knowledge and skills required to plan and scope an assessment, understand legal and compliance requirements, perform vulnerability scanning and penetration testing, analyze data, and effectively report and communicate results. In the IOT course students will learn the general strategies for planning, designing, developing, implementing an IoT device to work in a sensor network. Business soft skills are also taught to ensure a well-rounded individual who will be effective communicating in the workplace.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills

Students will be able to identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure. Assess information security risk in computing and networking environment. Analyze the cybersecurity threat landscape. Analyze post attack techniques on computing and network environments. Collect cyber security intelligence. Analyze data collection from security and event logs. Respond to and investigate cybersecurity incident. Threat Management. Security Architecture and tool sets. Vulnerability management. Cyber incident response to test devices in new environments such as the cloud and mobile, in addition to traditional desktops and servers. Students will learn general strategies for planning, designing, developing, implementing, and maintaining an IoT system through various case studies and by assembling and configuring an IoT device to work in a sensor network. Students will create an IoT device based on an ESP8266 microcontroller, implementing various common IoT features, such as analog and digital sensors, a web-based interface, MQTT messaging, and data encryption.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

IT Security Analyst	Cybersecurity Analyst
Vulnerability Analyst	Operations Analyst
Threat Intelligence Analyst	Cybersecurity Specialist
Computer Network Administrators	Security Engineer
Computer Support Users	

Course Information

Hours: 288	Approx 16 weeks	Price	$8,500.00
Course			Hours
Cybersec First Responder			54
CompTIA Cybersecurity Analyst CySA+			54
CompTIA PenTest+			54
IOT Practitioner			36
IOT Security Practitioner			18
Building Successful Work Relationships			36
Developing Successful Interpersonal Skills			36
Price			**$7736.00**
Cybersec First Responder			175.00
CompTIA Cybersecurity Analyst CySA+			50.00
CompTIA PenTest+			51.00
IOT Practitioner			150.00
IOT Security Practitioner			138.00
Building Successful Work Relationships			100.00
Developing Successful Interpersonal Skills			100.00
Total Textbook Cost (required and non-refundable)			$764.00
Total Program Cost			$8,500.00

Information Technology Network Support Specialist Program: Security Expert
(Track Five)

15-1111.00   Computer and Information Research Scientists
15-1151.00   Computer User Support Specialists
15-1122.00   Information Security Analysts
15-1142.00   Network and Computer Systems Administrators

General Course Description

This program addresses information technology security at the top level.   The CompTIA Advanced Security Practitioner (CASP+) course designates IT professionals with advanced-level security skills and knowledge.   The CHFI Course will fortify the application knowledge of law enforcement personnel, system administrators, security officers, defense and military personnel, legal professionals, bankers, security professionals and anyone who is concerned about the integrity of the network infrastructure. The Certified Ethical Hacker (CEH) course will immerse the students into a hands on environment where they will be shown how to conduct ethical hacking. They will be exposed to an entirely different way of achieving optimal information security posture in their organizations; by hacking it. They will scan, test, hack and secure their own systems. Students will also learn business soft skills which will teach team to work under the pressure along with getting the results they want through effective communication.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Students will learn to analyze and apply advanced security concepts, principles, and implementations that contribute to enterprise-level security. You will: - Support IT governance in the enterprise with an emphasis on managing risk. - Leverage collaboration tools and technology to support enterprise security. - Use research and analysis to secure the enterprise. - Integrate advanced authentication and authorization techniques. - Implement cryptographic techniques, security controls for hosts and mobile devices, network security, and security in the systems and software development lifecycle. - Integrate hosts, storage, networks, applications, virtual environments, and cloud technologies in a secure enterprise architecture. - Conduct security assessments; responding to and recovering from security incidents. Computer forensics enables the systematic and careful identification of evidence in computer related crime and abuse cases. This may range from tracing the tracks of a hacker through a client's systems, to tracing the originator of defamatory emails, to recovering signs of fraud. Overview of Current Security Trends Understanding Elements of Information Security Understanding Information Security Threats and Attack Vectors Overview of hacking concepts, types, and phases Understanding ethical hacking concepts and scope Overview of information security management and defense-in-depth Overview of policies, procedures, and awareness Overview of physical security and controls Understanding incidence management process Overview of vulnerability assessment and penetration testing Overview of information security acts and laws.   - Develop a leadership style that gets results - Employ suitable motivation techniques for your team - Adapt your communication style and use influence skills to drive direction - Empower your team to get the results you want

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

IT Security Analyst	Cybersecurity Analyst
Vulnerability Analyst	Cybersecurity Specialist
Threat Intelligence Analyst	Security Engineer
Computer Network Administrators	Computer Support Users

Hours: 288	Approximately 16 weeks of instruction	Price	**$8,900.00**
Course			Hours
CompTIA Advanced Security Practitioner (CASP+)			54
Computer Hacking Forensic Investigation			72
Certified Ethical Hacker CEH			72
Thinking with Critical Insight			36
Making the Right Decisions Under Pressure			18
Accomplishing the Results you want			36
Price			**$7,932.00**
CompTIA Advanced Security Practitioner (CASP+)			$68.00.
Computer Hacking Forensic Investigation			$300.00
Certified Ethical Hacker CEH			$300.00
Thinking with Critical Insight			$100.00
Making the Right Decisions Under Pressure			$100.00
Accomplishing the Results you want			$100.00
Total Textbook Cost (required and non-refundable)			**$968.00**
Total Program Cost			**$8,900.00**

Information Technology Network Support Specialist Program: Network Cloud Administrator

(Track Six)

15-1111.00	Computer and Information Research Scientists
15-1151.00	Computer User Support Specialists
15-1122.00	Information Security Analysts
15-1142.00	Network and Computer Systems Administrators

General Course Description

The Cloud Administer program is a balanced program designed to give students the knowledge to streamline cloud implementation and administration.   CompTIA Cloud Essentials is an internationally recognized vendor-neutral class which creates a common language to the fundamental approach to cloud computing.   CompTIA Linux+ addresses managing a vast array of areas using Linux, including cars, smartphones, servers and supercomputers as a vast number of enterprises use Linux in cloud, cybersecurity, mobile and web administration applications. The Fundamentals of AWS brings students an understanding of Cloud Technologies. Students will be introduced to Microsoft Azure allowing them to become familiar with how cloud principals have been implemented in Microsoft Azure.   The course will explain how to implement the core Azure infrastructure, consisting of virtual networks and storage, cloud services, virtual networks, storage and data services along with recovery solutions and monitoring.   Students will also be trained in professional business skills including customer service and positive assertiveness.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Students will gain the knowledge needed to help streamline cloud implementation, create a common language for staff and improve productivity across varying levels of business professionals. Cloud Essentials ensures that you and all other necessary staff members—not just the IT specialists—understand the fundamental approach to cloud computing and the work it takes to move and govern the cloud. Students will also learn to use Linux to manage everything from cars and smartphones to servers and supercomputers, as a vast number of enterprises use Linux in cloud, cybersecurity, mobile and web administration applications. Students will learn how to create the most common Azure services, including Azure Virtual Machines, Web Apps, and Azure SQL Database. The course will conclude by describing features of Azure AD and methods of integrating it with on-premises Active Directory. Overview of cloud computing and Azure Overview of the Azure deployment models Lab : Use Azure portal, Azure PowerShell, and Microsoft Visual Studio to deploy and manage Azure resources. Students will also Develop the necessary skills to communicate with confidence - Apply communication styles that maximize benefits - Augment your listening and hearing skills to increase engagement - Utilize that art of asking questions to elicit more from others - Leverage body language for full communication - Make the best first impressions by looking, sounding and being confident.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Computer User Support Specialist	Computer and Information Systems
Network Administrator	Managers
Computer Analyst	Data Analysts
Information Technology Specialist	Desktop Support

Course Information

Hours: 270	Approx. 17	Price:	$8,300.00
Course			Hours
Upgrading Your Skills to Windows Server			36
CompTIA Cloud Essentials			36
Fundamentals of AWS			12
Google Cloud Platform Fundamentals			12
AZ-900 T01 Microsoft Azure Fundaments			12
CompTIA Linux +			54
10992 Integrating On-Premises Core Infrastructure with Azure			36
Expanding your Emotional Intelligence			36
Mastering Positive Assertiveness			18
Proving Outstanding Customer Service			18
Price			**$7,482.00**
Upgrading Your Skills to Windows Server			$121.00
CompTIA Cloud Essentials			$68.00
Fundamentals of AWS			$110.00
Google Cloud Platform Fundamentals			$51.00
AZ-900 T01 Microsoft Azure Fundaments			$60.00
CompTIA Linux +			$68.00
10992 Integrating On-Premises Core Infrastructure with Azure			$40.00
Expanding your Emotional Intelligence			$100.00
Mastering Positive Assertiveness			$100.00
Proving Outstanding Customer Service			$100.00
Total Textbook Cost (required and non-refundable)			**$818.00**
Total Program Cost			**8,300.00**

Network+, Security+, CASP Certification

CalJOBS# 11100111000026   CRM ID: C5Socal

General Course Description

CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services. **CompTIA Security+** validates the knowledge and skills of a professional in the field of security, one of the fastest-growing fields in IT. Security + proves competency in system security, network infrastructure, access control and organizational security. **The CompTIA Advanced Security Practitioner (CASP) certification** designates IT professionals with advanced-level security skills and knowledge.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls. Students will be able to identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure. The CASP certification is an international, vendor-neutral exam that proves competency in enterprise security; risk management; research and analysis; and integration of computing, communications, and business disciplines.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

        PC / Network Support   Systems Support

Course Information

Hours: 315	Approximately 16 weeks of instruction	Price	$7,395.00
Course			Hours
CompTIA Network+			105
CompTIA Security+			105
CompTIA Advanced Security Practitioner (CASP)			105
*Three CompTIA Exam Vouchers and Exam Preps			
Price			**$5,916.00**

CompTIA Network+	$68.00
CompTIA Security+	$68.00
CompTIA Advanced Security Practitioner (CASP)	$68.00
Total Textbook Cost (required and non-refundable)	**$204.00**
Exams (non-refundable)	**$1,200.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$7,395.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

CompTIA Training & Certification A+, Network +, Security + (8570), Cloud Essentials
CalJOBS# 47010411000018   CRM ID: C15Socal

New Horizons Career Development Solutions is proud to offer CompTIA courses and training to help you prepare for CompTIA certifications or advance your skills.   CompTIA is an internationally-recognized association representing the technology community. CompTIA has developed specialized certification programs which assure employers of a candidate's basic technology skills.

CompTIA A+ is a program curriculum sponsored by CompTIA that increases the knowledge and technical competency of entry-level computer service technicians. A+ covers two main areas of competency: The Essentials class is followed by: IT Technician, Remote Support Technician, and Depot Technician. A+ is a non-vendor, non-product specific program. It provides industry-recognized valuable knowledge that may open doors with prospective employers or leads to job advancement opportunities. **CompTIA Network+** validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services. **CompTIA Security+** validates the knowledge and skills of a professional in the field of security, one of the fastest-growing fields in IT. Security + proves competency in system security, network infrastructure, access control and organizational security. **CompTIA Cloud Essentials** Not since the emergence of the World Wide Web has a single technology prompted such a significant shift in how businesses operate. At the simplest level, Cloud computing changes the way customers interact with their data and applications. Instead of being stored on local hard drives or network servers, data and applications can be stored on a remote host that can be accessed at any time— from any location— using the Internet and a simple web browser

Prerequisites
A High school diploma or equivalency is required .
Acquired Skills
Students will be able to identify different types of computers, hardware components, manipulate and control Windows desktop, files, and disks, and change system settings. In addition, students will gain an understanding of how software applications work and how to install and configure them. For every devise and process students will have a conceptual and hands on troubleshooting experience. Understanding networking and networking cabling, hubs, switches, routers, bridges, servers, workstations, IP subnetting, WAN/LAN typology, and firewalls. Students will be able to identify fundamental concepts of computer security. - identify security threats. - harden internal systems and services. - harden internetwork devices and services. - secure network communications. - manage public key infrastructure (PKI). - manage certificates. - enforce organizational security policies. - monitor the security infrastructure. Overview of Cloud Computers – Technical Challenges, Adoption, Business Value, etc.

Job Titles (Job Titles related to IT Training   stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

    Computer Repair Technician   PC / Network Support   Systems Support   PC Field Technician

Course Information

Hours: 371	Approximately 21 weeks of instruction	Price	**$9,400.00**
Course			Hours
CompTIA A+			140
CompTIA Network+			105
CompTIA Security+			105
CompTIA Cloud Essentials			21

*Five CompTIA Exam Vouchers and Exam Preps	
Price	**$7,534.00**
CompTIA A+	$68.00
CompTIA Network+	$68.00
CompTIA Security+	$68.00
CompTIA Cloud Essentials	$68.00
Total Textbook Cost (required and non-refundable)	**$272.00**
Exams (non-refundable)	**$1,519.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$9,400.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Certified Information Systems Security Professional (CISSP)

CalJOBS# 11100311000006   CRM ID: C41Socal

General Course Description

This is a very in-depth, comprehensive class designed for security professionals. You will get to understand the "Common Body of Knowledge" which contains a common framework of security terms and principals used by security professionals worldwide. You will learn about the core information security triad and assurance tenets: confidentiality, integrity and availability Access control systems and methodology

Prerequisites

A High school diploma or equivalency is required

Acquired Skills

The training you receive will move you towards mastering the ten security domains as described by the (ISC)2. Main focus: Access Control Systems and Methodology, Application and systems development security, Cryptography, Law and Ethics, Operations Security, Physical Security, Security Management Practices and Telecommunications and Networking Security.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Administrator   Security Analyst   Certified Hacker

Program Information

Hours: 160	Approximately 8 weeks of instruction	Price	$3,595.00
Course		Hours	
Certified Information Systems Security Professional (CISSP)		160	
Price		**$3,460.00**	
Certified Information Systems Security Professional (CISSP)		$60.00	
Total Textbook Cost (required and non-refundable)		**$60.00**	
No Exam Included		**$0.00**	
Registration Fee (non-refundable)		**$75.00**	
Total Program Cost		**$3,595.00**	

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

Certified Information Systems Security Professional (CISSP) and ITIL

CalJOBS# 11100311000008   CRM ID: C42SoCal

General Course Description
This is a very in-depth, comprehensive class designed for security professionals. You will get to understand the "Common Body of Knowledge" which contains a common framework of security terms and principals used by security professionals worldwide. You will learn about the core information security triad and assurance tenets: confidentiality, integrity and availability access control systems and methodology
In the ITIL Foundations course the student will learn how to effectively organize and work within a team environment.

Prerequisites
A High School Diploma or equivalency is required and
Security+

Acquired Skills
The training you receive will move you towards mastering the ten security domains as described by the (ISC)2. Main focus: Access Control Systems and Methodology, Application and systems development security, Cryptography, Law and Ethics, Operations Security, Physical Security, Security Management Practices and Telecommunications and Networking Security.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Administrator   Security Analyst   Certified Hacker

Course Information

Hours:	195	Approximately 8 weeks of instruction	Price:	$5,000.00
Course				Hours
ITIL				35
Certified Information Systems Security Professional (CISSP)				160
Price				$4,715.00
ITIL				$150.00
Certified Information Systems Security Professional (CISSP)				$60.00
Total Textbook Cost (required and non-refundable)				$210.00
No Exam Included				$0.00
Registration Fee (non-refundable)				$75.00
Total Program Cost				$5,000.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Computer Hacking Forensics Investigator (CHFI)

CalJOBS# 11100311000002   CRM ID: C6SoCal

General Course Description

This course will provide participants the necessary skills to identify an intruder's footprint and to properly gather the necessary evidence to prosecute in the court of law.

Computer forensics enables the systematic and careful identification of evidence in computer related crime and abuse cases. This may range from tracing the tracks of a hacker through a client's systems, to tracing the originator of defamatory emails, to recovering signs of fraud.

Prerequisites

A High school diploma or equivalency is required

Acquired Skills

Computer forensics enables the systematic and careful identification of evidence in computer related crime and abuse cases. This may range from tracing the tracks of a hacker through a client's systems, to tracing the originator of defamatory emails, to recovering signs of fraud.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Administrator   Security Analyst   Certified Hacker

Program Information

Hours: 160	Approximately 9 weeks of instruction	Price	**$3,995.00**
Course			Hours
Computer Hacking Forensics Investigator (CHFI)			160
*One Exam Voucher and Exam Prep			
Price			**$3,120.00**
Computer Hacking Forensics Investigator (CHFI)			
Total Textbook Cost (required and non-refundable)			**$300.00**
Exam (non-refundable)			**$500.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$3,995.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

Security Professional Program

CalJOBS# 43011611000001   CRM ID: P60Socal

General Course Description

This high level security program is a combination of CompTIA Security +, Certified Ethical Hacker (CEH) or Computer Hacking Forensics Investigator (CHFI) and Certified Information Systems Security Professional (CISSP). These courses provide a very in-depth, comprehensive approach designed for security professionals. This program will take you from basic computer infrastructure security to learning how to prevent security threats from hackers in addition to learning the "Common Body of Knowledge" which contains a common framework of security terms and principals used by security professionals worldwide.

Prerequisites

The program is designed for experienced technology professionals who have knowledge of networks and server environments. Students should have some experience with Information Security concepts and practices. To earn the CISSP® certification, 4 years of full-time experience in information security or 3 years plus a B.S. degree is required.

Acquired Skills

Upon successful completion of this program, students will be able to: - identify fundamental concepts of computer security. - Harden internal systems and services - enforce organizational security policies. - monitor the security infrastructure- Scan, test, hack and secure their own systems- Master the ten security domains as described by the (ISC)2.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

PC / Network Administrator   Security Analyst   Certified Hacker

Course Information

Hours:	425	Approximately 22 weeks of instruction	Price:	$8,700.00
Course				Hours
CompTIA Security +				105
Certified Ethical Hacker (CEH) OR Computer Hacking Forensics Investigator (CHFI)				160
Certified Information Systems Security Professional (CISSP)				160
*Two Exam Vouchers (CISSP Voucher not Included) and Exam Preps (CISSP not Included)				
Price				$7,072.00

CompTIA Security +	$68.00
Certified Ethical Hacker (CEH) **OR** Computer Hacking Forensics Investigator (CHFI)	$300.00
Certified Information Systems Security Professional (CISSP)	$60.00
Total Textbook Cost (required and non-refundable)	**$428.00**
Exams (non-refundable)	**$1,125.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$8,700.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Security Professional Program with Computer Hacking Forensics Investigator (CHFI)
CalJOBS# 43011611000000   CRM ID: P61Socal

General Course Description

This high level security program is a combination of CompTIA Security +, Certified Ethical Hacker (CEH), Computer Hacking Forensics Investigator (CHFI) and Certified Information Systems Security Professional (CISSP). These courses provide a very in-depth, comprehensive approach designed for security professionals. This program will take you from basic computer infrastructure security to learning how to prevent security threats from hackers in addition to learning the "Common Body of Knowledge" which contains a common framework of security terms and principals used by security professionals worldwide.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Upon successful completion of this program, students will build on their knowledge of and professional experience with security fundamentals, networks, and organizational security as you acquire the specific skills required to implement basic security services on any type of computer network. Students will be able to: - identify fundamental concepts of computer security. - Harden internal systems and services - enforce organizational security policies. - monitor the security infrastructure- Scan, test, hack and secure their own systems- Master the ten security domains as described by the (ISC)2.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| PC / Network Administrator | Security Analyst | Certified Hacker |

Program Information

Hours: 585	Approximately 30 weeks of instruction	Price	$10,300.00
Course			Hours
CompTIA Security +			105
Certified Ethical Hacker (CEH)			160
Computer Hacking Forensics Investigator (CHFI)			160
Certified Information Systems Security Professional (CISSP)			160
*Three Exam Vouchers (CISSP Voucher not Included) and Exam Preps (CISSP not Included)			
Price			$7,872.00

CompTIA Security +	$68.00
Certified Ethical Hacker (CEH)	$300.00
Computer Hacking Forensics Investigator (CHFI)	$300.00
Certified Information Systems Security Professional (CISSP)	$60.00
Total Textbook Cost (required and non-refundable)	**$728.00**
Exams (non-refundable)	**$1,625.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$10,300.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

Cisco® Certified Network Administrator (CCNA)

CalJOBS# 11100112000001   CRM ID: P10SoCal   iTrain Program Number: 11050117300100   SBY: 3030
Certification Cisco CCNA

General Course Description

The Cisco CCNA network associate certification validates the ability to install, configure, operate, and troubleshoot medium-size routed and switched networks, including implementation and verification of connections to remote sites in a WAN. This new curriculum includes basic mitigation of security threats, introduction to wireless networking concepts and terminology, and performance-based skills.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network. The course covers configuring network components such as switches, routers, and Wireless LAN Controllers; managing network devices; and identifying basic security threats. The course also gives you a foundation in network programmability, automation, and software-defined networking.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator   Support Engineer   Network Technician   LAN/WAN Administrator

Course Information

Hours: 210	Approximately 12 weeks of instruction	Price	**$5,695.00**
Course		Hours	
Cisco ICND1, ICND2 (CCTV Content)		105	
Implementing and Administering Cisco Solutions (CCNA) 200-301		105	
*One Cisco Exam Voucher and Exam Prep			
Price		**$4,770.00**	
Implementing and Administering Cisco Solutions (CCNA) 200-301		$500.00	
Total Textbook Cost (required and non-refundable)		**$500.00**	
Exam (non-refundable)		**$350.00**	
Registration Fee (non-refundable)		**$75.00**	
Total Program Cost		**$5,695.00**	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Cisco Certified Networking Administrator Program (CCNA) with CompTIA - Network+

CalJOBS# 11100112000002　　　　CRM ID: P11Socal　　　iTrain Program Number: 47010417300100　　　SBY: 3055
Certification Cisco CCNA, CompTIA Network+

General Course Description CompTIA Network+ validates the knowledge and skills of networking professionals. It is an international, vendor-neutral certification that recognizes a technician's ability to describe the features and functions of networking components and to install, configure and troubleshoot basic networking hardware, protocols and services.
The Cisco CCNA network associate certification validates the ability to install, configure, operate, and troubleshoot medium-size routed and switched networks, including implementation and verification of connections to remote sites in a WAN. This new curriculum includes basic mitigation of security threats, introduction to wireless networking concepts and terminology, and performance-based skills.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Students will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network. The course covers configuring network components such as switches, routers, and Wireless LAN Controllers; managing network devices; and identifying basic security threats. The course also gives you a foundation in network programmability, automation, and software-defined networking. Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, Cisco IOS (software language).

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

　　　Network Administrator　　　　　Support Engineer　　　　　Network Technician　　　LAN/WAN Administrator

Course Information

Hours: 320	Approximately 16 weeks of instruction	Price	**$6,995.00**
Course			**Hours**
CompTIA Network+			110
Cisco ICND1, ICND2 (CCTV Content)			105
Implementing and Administering Cisco Solutions (CCNA) 200-301			105
*One Cisco, One CompTIA Exam Voucher and Exam Prep			
Price			**$5,652.00**
CompTIA Network+ Training			$68.00
Implementing and Administering Cisco Solutions (CCNA) 200-301			$500.00
Total Textbook Cost (required and non-refundable)			**$568.00**
Exam (non-refundable)			**$700.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$6,995.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Cisco® Certified Networking Administrator Program (CCNA) with Specialization
Certification Cisco CCNA, CCS   CalJOBS# 11010111000005   CRM ID: P12Socal

General Course Description
The **Implementing Cisco Enterprise Advanced Routing and Services (ENARSI)** gives you the knowledge you need to install, configure, operate, and troubleshoot an enterprise network.

Implementing Cisco Enterprise Wireless Networks (ENWLSI) this course gives you the knowledge and skills needed to secure wireless network infrastructure and troubleshoot any related issues. You'll learn how to implement and secure a wireless network infrastructure and use Cisco Identity Service Engine (ISE), Cisco Prime Infrastructure (PI), and Cisco Connect Mobile Experience to monitor and troubleshoot network issues.

Understanding Cisco Wireless Fundamentals v1.0 (WLFNDU) this course gives you the knowledge and skills you need to position, plan, implement, operate, and manage a Cisco WLAN network. This course teaches you how to design, install, configure, monitor, and conduct basic troubleshooting tasks on a Cisco WLAN network of any size.

Implementing and Administering Cisco Solutions (CCNA) 200-301 this course gives you a broad range of fundamental knowledge for all IT careers. You will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network. The course covers configuring network components such as switches, routers, and Wireless LAN Controllers; managing network devices; and identifying basic security threats. The course also gives you a foundation in network programmability, automation, and software-defined networking.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Students will learn how to install, operate, configure, and verify a basic IPv4 and IPv6 network. The course covers configuring network components such as switches, routers, and Wireless LAN Controllers; managing network devices; and identifying basic security threats. The course also gives you a foundation in network programmability, automation, and software-defined networking. Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, Cisco IOS (software language).

Job Titles (Job Titles related to IT Training stretch   Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator   Support Engineer   LAN/WAN Administrator   Network Technician

Course Information

Hours: 320	Approximately 16 weeks of instruction	Price	$8,400.00
Course			Hours
Implementing Cisco Enterprise Advanced Routing and Services (ENARSI) or Implementing Cisco Enterprise Wireless Networks (ENWLSI) or Understanding Cisco Wireless Fundamentals v1.0 (WLFNDU)			110
Cisco ICND1, ICND2 (CCTV Content)			105
Implementing and Administering Cisco Solutions (CCNA) 200-301			105
*Two Cisco Exam Vouchers and Exam Preps			
Price			$6,550.00
Implementing Cisco Enterprise Advanced Routing and Services (ENARSI) or			$575.00

Implementing Cisco Enterprise Wireless Networks (ENWLSI) or Understanding Cisco Wireless Fundamentals v1.0 (WLFNDU)	
Implementing and Administering Cisco Solutions (CCNA) 200-301	$500.00
Total Textbook Cost (required and non-refundable)	$1075.00
Exams (non-refundable)	$700.00
Registration Fee (non-refundable)	$75.00
Total Program Cost	$8,400.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Cisco® Professional Program (CCNP)

CalJOBS# 11100111000007   CRM ID: P13SoCal

Certification Cisco CCNP Routing Services, CCNP Enterprise Networks

General Course Description

The CCNP Program (Cisco Certified Network Professional) indicates advanced or journeyman knowledge of networks. A CCNP validates the network professional can install, configure, and troubleshoot local and wide area networks for enterprise organizations with networks from 100 to more than 500 nodes.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

The CCNP certifies an individual's networking skills at the advanced level. A CCNP certification shows that you can install, configure, and operate LAN, WAN, and dial access services for larger (100- to 500-node) multiprotocol networks. Course gives you the knowledge and skills needed to configure, troubleshoot, and manage enterprise wired and wireless networks. You'll also learn to implement security principles within an enterprise network and how to overlay network design by using solutions such as SD-Access and SD-WAN.

Job Titles (Job Titles related to IT Training stretch Horizontally, so job titles can vastly vary, the list below is a sampling but not limited to)

Network Administrator	Level 2 Support Engineer	Network Technician
Support Engineer	Deployment Engineer	LAN/WAN Administrator

Course Information

Hours: 525	Approximately 31 weeks of instruction	Price	**$11,300.00**
Course			Hours
Implementing and Operating Cisco Enterprise Network Core Technologies (ENCOR)			175
Implementing Cisco Enterprise Advanced Routing and Services (ENARSI)			175
Designing Cisco Enterprise Networks (ENSLD)			175
*Three Cisco Exam Vouchers and Exam Preps			
Price			**$8,525.00**
Implementing and Operating Cisco Enterprise Network Core Technologies (ENCOR)			$575.00
Implementing Cisco Enterprise Advanced Routing and Services (ENARSI)			$575.00
Designing Cisco Enterprise Networks (ENSLD)			$400.00
Total Textbook Cost (required and non-refundable)			**$1550.00**
Exams (non-refundable)			**$1,150.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$11,300.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

Cisco® Certified Network Professional Security Professional Program (CCNP Security)

CalJOBS# 11999911000004   CRM ID: C26SoCal

Certification Cisco CCNP

General Course Description

Cisco Certified Network Professional Security (CCNP® Security) validates advanced knowledge and skills required to secure Cisco networks. With a CCNP Security certification, a network professional demonstrates the skills required to secure and manage network infrastructures to protect productivity, mitigate threats, and reduce costs.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

The CCNP Security curriculum emphasizes Cisco Router IOS (ISR) and Catalyst Switch security features, Adaptive Security Appliance (ASA), secure VPN connectivity, Intrusion Prevention Systems (IPS), Cisco Security Agent (CSA), Security Enterprise and Device Management, Network Admission Control (NAC) as well as techniques to optimize these technologies in a single, integrated network security solution. In addition, CCSP leverages the new CCNA Security certification as a prerequisite.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator   Support Engineer   Network Technician   LAN/WAN Administrator

Course Information

Hours: 875	Approximately 44 weeks of instruction	Price	**$19,000.00**
Course			Hours
Implementing and Operating Cisco Security Core Technologies (SCOR)			175
Implementing and Configuring Cisco® Identity Services Engine v3.0 (SISE)			175
Securing Email with Cisco® Email Security Appliance v3.0 (SESA)			175
Securing Networks with Cisco Firepower® Next Generation Firewall v1.0 (SSNGFW)			175
Securing the Web with Cisco® Web Security Appliance v3.0 (SWSA)			175
*Five Cisco Exam Vouchers and Exam Preps			
Price			**$15,670.00**
Implementing and Operating Cisco Security Core Technologies (SCOR)			$350
Implementing and Configuring Cisco® Identity Services Engine v3.0 (SISE)			$350.00
Securing Email with Cisco® Email Security Appliance v3.0 (SESA)			$355.00
Securing Networks with Cisco Firepower® Next Generation Firewall v1.0 (SSNGFW)			$355.00
Securing the Web with Cisco® Web Security Appliance v3.0 (SWSA)			$275.00
Total Textbook Cost (required and non-refundable)			**$1,405.00**
Exams (non-refundable)			**$1,850.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$19,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Cisco® Certified CCNP Wireless Certification
CRM ID: C44SoCal

General Course Description
CCNP Wireless certification addresses the need for designing, implementing, and operating Cisco Wireless networks and mobility infrastructures. CCNP Wireless certification emphasizes wireless networking principles and theory. It also recognizes the expertise and technical acumen of wireless professionals who can assess and translate network business requirements into technical specifications that in turn, are incorporated into successful installations.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Plan and conduct a wireless site survey, to design the RF network and to conduct a post installation assessment to ensure compliancy. Integrate VoWLAN services into the wireless network, implement QoS, as well as support multicast, video and high bandwidth applications into the wireless network. . Integrate mobility services into the network; tune and troubleshoot the WLAN and implement indoor enterprise mesh networks

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator   Support Engineer   Network Technician   LAN/WAN Administrator

Course Information

Hours: 875	Approximately 44 weeks of instruction	Price	**$19,000.00**
Course			Hours
Implementing and Operating Cisco Enterprise Network Core Technologies (ENCOR)			175
Understanding Cisco Wireless Fundamentals v1.0 (WLFNDU)			175
Implementing Cisco Enterprise Wireless Networks (ENWLSI)			175
Designing Cisco Enterprise Wireless Networks (ENWLSD)			175
Designing Cisco Enterprise Networks (ENSLD)			175
*Five Cisco Exam Vouchers and Exam Preps			
Price			**$14,655.00**
Implementing and Operating Cisco Enterprise Network Core Technologies (ENCOR)			$570.00
Understanding Cisco Wireless Fundamentals v1.0 (WLFNDU)			$400.00
Implementing Cisco Enterprise Wireless Networks (ENWLSI)			$575.00
Designing Cisco Enterprise Wireless Networks (ENWLSD)			$475.00
Designing Cisco Enterprise Networks (ENSLD)			$400.00
Total Textbook Cost (required and non-refundable)			**$2,420.00**
Exams (non-refundable)			**$1,850.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$19,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

MCDST/MCTS – Microsoft® Certified Desktop Support Technician Program
MCSA Windows
CalJOBS# 11100611000029   CRM ID: C52SoCal

General Course Description
The Microsoft Certified Solutions Associate (MCSA) credential proves that you have the skills to successfully support end-users and to successfully troubleshoot desktop environments that are running the Microsoft Windows operating system.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
You will be supporting users, troubleshooting desktop applications and Windows 8 or Windows 10 operating systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Help Desk   PC Technician   PC/Desktop Support Analyst

Course Information

Hours: 280	Approximately 16 weeks of instruction	Price	$7,595.00
Course		Hours	
CompTIA A+		140	
CompTIA Network+		70	
(20687 Configuring Windows 8 **and** 20688 Managing and Maintaining Windows 8) **or** (20697-1 Implementing and Managing Windows 10 **and** 20697-2 Deploying and Managing Windows 10 Using Enterprise Services) **or** (MD-100T01, MD-100T02, MD-100T03, MD-100T04, MD-101T01, MD-101T02, MD-101T03)		70	
*One Microsoft Exam Voucher, Three CompTIA Exam Vouchers and Exam Preps			
Price		**$5,809.00**	
CompTIA A+		$68.00	
CompTIA Network+		$68.00	
(20687 Configuring Windows 8 **and** 20688 Managing and Maintaining Windows 8) **or** (20697-1 Implementing and Managing Windows 10 **and** 20697-2 Deploying and Managing Windows 10 Using Enterprise Services) **or** (MD-100T01, MD-100T02, MD-100T03, MD-100T04, MD-101T01, MD-101T02, MD-101T03)		$500.00	
Total Textbook Cost (required and non-refundable)		**$636.00**	
Exams (non-refundable)		**$1,075.00**	
Registration Fee (non-refundable)		**$75.00**	
Total Program Cost		**$7,595.00**	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Microsoft® Certified Desktop Support Technician MCAS Program
CalJOBS# 11109911000004   CRM ID: C61SoCal

General Course Description
The Microsoft Certified Desktop Support Technician credential proves that you have the skills to successfully support end-users and to successfully troubleshoot desktop environments that are running the Microsoft Windows operating system. The Microsoft Certified Application Specialist (MCAS) credential is a globally recognized standard that validates skills with using the 2007 Microsoft Office system and Windows Vista. The successor to the Microsoft Office Specialist (MOS) credential, the Microsoft Certified Application Specialist credential meets the demand for the most up-to-date skills on the latest technologies from Microsoft

Audience
The Desktop credential is for IT professionals who are working in the typically complex computing environment of small, medium, or large organizations.

Prerequisites
A High School Diploma or equivalency is required and the candidate should be familiar with PC.

Acquired Skills
You will be supporting users, troubleshooting desktop applications and operating systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)
              Help Desk   PC Technician   PC/Desktop Support Analyst

Course Information

Hours: 659	Approximately 33 weeks of instruction	Price:	$10,575.00
Course			Hours
CompTIA A+			140
CompTIA Network+			77
MD-100T00 Windows			70
MD-101 Managing Modern Desktops			70
10982 Supporting and Troubleshooting Windows			70
Microsoft Using Microsoft Windows			8
Microsoft Word Levels One, Two and Three			48
Microsoft Excel Levels One, Two and Three			48
Microsoft Outlook Levels One, Two			32
Microsoft Power Point Levels One and Two			32
Microsoft Access Levels One, Two			64
*Two Microsoft Exam Vouchers, Three CompTIA Exam Vouchers and Exam Preps			
Price			$8,014.00

CompTIA A+	$68.00
CompTIA Network+	$68.00
MD-100T00 Windows	$250.00
MD-101 Managing Modern Desktops	$250.00
10982 Supporting and Troubleshooting Windows	$250.00
Microsoft Using Microsoft Windows	$40.00
Microsoft Word Levels One, Two and Three	$60.00
Microsoft Excel Levels One, Two and Three	$60.00
Microsoft Outlook Levels One, Two	$60.00
Microsoft Power Point Levels One and Two	$40.00
Microsoft Access Levels One, Two	$40.00
Total Textbook Cost (required and non-refundable)	**$1,186.00**
Exams (non-refundable)	**$1,300.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$10,575.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

MCTS - Microsoft Junior Server Administrator with Linux and CompTIA – Security Specialization

MCSA Windows Server 2012   CalJOBS# 11100111000008   CRM ID: P25SoCal

General Course Description

Student will receive Basic Computer training to Networking to Server Administration. This program offers a rounded education in the IT Networking Server World. The Microsoft Windows Server 2012 Junior Server Administrator Program at New Horizons Career Development Solutions of Southern California is designed to give you in-depth, current skills on network infrastructure using Windows Server 2008. Prerequisites student should be familiar with personal computers and the Windows operating system and have a good idea of how to use basic computer applications. This is a beginning course that will introduce the student to the network world starting with the basic hardware of A+ and network world with Net +.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn how networks function, network components and their functions, TCP/IP networking, addressing and routing, remote access services, LAN/WAN, VPN, and Cisco IOS (software language). A junior Hardware installation, configuring and troubleshooting, Software installation, configuring and troubleshooting, Networking basics, IP addressing and services, Monitoring network services, Names resolution, IP addressing and services, File and print services, Network and remote access.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

       Computer and Network Support Specialist   Network and Computer Systems Administrators

Course Information

Hours:	679	Approximately 36 weeks of instruction	Price:	$11,395.00
Course			Hours	
CompTIA A+ Training – Essentials IT/Remote/Depot/Technician			154	
CompTIA Network+ Training			70	
CompTIA Linux+			35	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016			105	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016			105	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016			105	
CompTIA Security+			105	
*Six CompTIA Exam Vouchers, Three Microsoft Exam Vouchers and Exam Preps				

Price	**$7,898.00**
CompTIA A+ Training – Essentials IT/Remote/Depot/Technician	$68.00
CompTIA Network+ Training	$68.00
CompTIA Linux+	$68.00
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
CompTIA Security+	$68.00
Total Textbook Cost (required and non-refundable)	**$1,022.00**
Exams (non-refundable)	**$2,400.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$11,395.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description

The Microsoft Certified Technician Program (MCTS) credential proves that you have the skills to successfully support end-users and to successfully troubleshoot desktop environments that are running the Microsoft Windows operating system.

Audience

The MCTS credential is for IT professionals who are working in the typically complex computing environment of small, medium, or large organizations.

Prerequisites

An MCTS Desktop candidate should have 6-12 months of experience supporting end-users of a desktop operating system and a High School Diploma or equivalency is required.

Acquired Skills

You will be supporting users, troubleshooting desktop applications and Windows 10 operating systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Help Desk   PC Technician   PC/Desktop Support Analyst

Course Information

Hours: 228	Approximately 12 weeks of instruction	Price:	$5,800.00
Course			Hours
CompTIA A+			140
MD-100T00 Windows 10			44
MD-101 Managing Modern Desktops			44
*Two Microsoft Exam Voucher, Two CompTIA Exam Vouchers and Exam Preps			
Price			**$4,207.00**

CompTIA A+	$68.00
MD-100T00 Windows 10	$250.00
MD-101 Managing Modern Desktops	$250.00
Total Textbook Cost (required and non-refundable)	**$568.00**
Exams (non-refundable)	**$950.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$5,800.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description
The Microsoft Windows Server Junior Server Administrator Program at New Horizons Career Development Solutions is designed to give you in-depth, current skills on network infrastructure using Windows Server. Learn to troubleshoot hardware and software problems that may affect network processing and routing operations. Analyze immediate networks issues, and apply solutions.

Audience
The goal of this program is to prepare you to provide support for IT systems including day-to-day operations, monitoring, and problem resolution for network problems. Windows 2012 Junior Server Administrators assist in administration, troubleshooting, and support of operating systems, servers, and applications.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
A junior hardware installation, configuring and troubleshooting, Software installation, configuring and troubleshooting, Networking basics, IP addressing and services, Monitoring network services, Names resolution, IP addressing and services, File and print services, Network and remote access.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

        Network Administrator   Network Technician   PC/Network Support   Desktop Support

Course Information

Hours: 420	Approximately 22 weeks of instruction	Price:	$7,495.00
Course			Hours
CompTIA A+ Certification			140
CompTIA Network + Certification			70
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016			70
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016			70
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016			70
* Three Microsoft and Three CompTIA Exams and Exam Prep			

Price	$5,009.00
CompTIA A+ Certification	$68.00
CompTIA Network + Certification	$68.00
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
Total Textbook Cost (required and non-refundable)	$886.00
Exams (non-refundable)	$1,525.00
Registration Fee (non-refundable)	$75.00
Total Program Cost	$7,495.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

MCSA – Microsoft® Certified Solutions Associate
CalJOBS# 11100611000036   CRM ID: C23SoCal

General Course Description
The Microsoft Certified Solutions Associate (MCSA): Windows Server certification shows that you have the minimum set of skills needed to hit the ground running, and differentiates you as better able to work with Windows Server in a real-world business context. This certification validates a set of primary Windows Server skills that are relevant across multiple solution areas. MCSA: Windows Server certification is a prerequisite for earning an <u>MCSE: Private Cloud.</u>

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
A typical MCSA will support from 200 to 26,000 or more users at two to 100 physical locations. Typical network services and resources include messaging, database, file and print, proxy server or firewall, Internet and intranet, remote access, and client computer management. Connectivity needs include connecting branch offices and individual users in remote locations to the corporate network and connecting corporate networks to the Internet.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Network Administrator   Network Technician   PC/Network Support   Desktop Support

Course Information

Hours: 315	Approximately 16 weeks of instruction	Price	$7,860.00
Course			Hours
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016			105
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016			105
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016			105
*Three Microsoft Exam Vouchers and Exam Preps			
Price			**$6,360.00**

20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
Total Textbook Cost (required and non-refundable)	**$750.00**
Exams (non-refundable)	**$675.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$7,860.00**
*Three Microsoft Exam Vouchers and Exam Preps	
Total Program Cost	**$7,860.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education**.**

Microsoft Certified Solutions Associate (MCSA) Desktop Support Technician Program

CalJOBS# 52040811000020   CRM ID: P28Socal

General Course Description

The Microsoft Certified Solutions Associate (MCSA) credential proves that you have the skills to successfully support end-users and to successfully troubleshoot desktop environments that are running the Microsoft Windows operating system.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

You will be supporting users, troubleshooting desktop applications and Windows 8 or Windows 10 operating systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Help Desk   PC Technician   PC/Desktop Support Analyst

Course Information

Hours: 280	Approximately 16 weeks of instruction	Price	$7,595.00
Course		Hours	
CompTIA A+		140	
CompTIA Network+		70	
(20687 Configuring Windows 8 and 20688 Managing and Maintaining Windows 8) **or** (20697-1 Implementing and Managing Windows 10 and 20697-2 Deploying and Managing Windows 10 Using Enterprise Services) **or** (MD-100T01, MD-100T02, MD-100T03, MD-100T04, MD-101T01, MD-101T02, MD-101T03)		70	
*Two Microsoft Exam Voucher, Three CompTIA Exam Vouchers and Exam Preps			
Price		**$5,584.00**	
CompTIA A+		$68.00	
CompTIA Network+		$68.00	
(20687 Configuring Windows 8 and 20688 Managing and Maintaining Windows 8) **or** (20697-1 Implementing and Managing Windows 10 and 20697-2 Deploying and Managing Windows 10 Using Enterprise Services) **or** (MD-100T01, MD-100T02, MD-100T03, MD-100T04, MD-101T01, MD-101T02, MD-101T03)		$500.00	
Total Textbook Cost (required and non-refundable)		**$636.00**	
Exams (non-refundable)		**$1,300.00**	
Registration Fee (non-refundable)		**$75.00**	
Total Program Cost		**$7,595.00**	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

MCSA– Microsoft® Certified Solutions Associate for SQL Server
CalJOBS# 11100111000031   CRM ID: C33SoCal

General Course Description
MCSA DB Administrator for SQL Server prepares the student to install or configure Microsoft SQL Server and manage, maintain databases or multidimensional databases it includes development of strategies for data archiving, consolidation, distribution, and recovery. The course stresses capacity analysis and emphasizes the tradeoffs that need to be made during design. In addition, the course emphasizes that students should think about the whole environment, which includes business needs, regulatory requirements, network systems, and database considerations during design.

Prerequisites
Before attending this course, students must have basic knowledge of security protocols, have working knowledge of network and database architectures and technologies, Active Directory service, have experience creating Microsoft Office Visio drawings or have equivalent knowledge or have a Microsoft Certified Technology Specialist: Microsoft SQL Server credential and a High School Diploma or equivalency is required.

Acquired Skills
After completing this course, students will be able to manage and automate databases and servers. Manage supporting services, analyze storage, CPU, memory, and network capacity needs, design a strategy for Database Administration. Establish database conventions and standards in a Microsoft SQL Server environment.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Database Administrator   Sr. Database Administrator

Course Information

Hours: 315	Approximately 18 weeks of training	Price	$6,795.00
Course		Hours	
20461 Querying Microsoft SQL Server or 20761 Querying Data with Transact SQL		105	
20462 Administering Microsoft® SQL Server Databases or 20764 Administering a SQL Database Infrastructure		105	
20463 Implementing a Data Warehouse with Microsoft SQL Server or 20767 Implementing a SQL Data Warehouse		105	
*Three Microsoft Exam Vouchers and Exam Preps			
Price		$5,295.00	

20461 Querying Microsoft SQL Server or 20761 Querying Data with Transact SQL	$250.00
20462 Administering Microsoft® SQL Server Databases or 20764 Administering a SQL Database Infrastructure	$250.00
20463 Implementing a Data Warehouse with Microsoft SQL Server or 20767 Implementing a SQL Data Warehouse	$250.00
Total Textbook Cost (required and non-refundable)	**$750.00**
Exams (non-refundable)	**$675.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$6,795.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

MCSA – Microsoft® SQL Database Administrator with Business Intelligence (Entry Level) / MCTS – Microsoft® SQL Database Administrator with Business Intelligence (Entry Level)

CalJOBS# 11080212000000   CRM ID: C11SoCal   iTrain Program Number: 11030117300100   SBY: 3080

General Course Description
Program is designed as an entry level into the Microsoft SQL environment. Students will begin with Access and Crystal Reports training then will take the T-SQL coding along with XML syntax. Students will earn a Database Administration Certification and a Business Intelligence Certification. Business Intelligence uses Analysis, Integration, Data Warehousing and Reporting Services to produce knowledge and company planning.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Select SQL Server services to support an organization's business needs, plan for source control, unit testing, and deployment to meet an organization's needs. • Evaluate advanced query techniques. • Evaluate advanced XML techniques. Approach database design from a systematic perspective, gather database requirements, and formulate a conceptual design. • Analyze and evaluate a logical database design. • Design a database access strategy. • Design a normalized database, Optimize a database design by demoralizing

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Database Administrators	Network Systems and Data Communications Analysis	Network and Systems Administrators

Course Information

Hours: 426	Approximately 22 weeks of training	Price	$6,995.00
Course		Total Hours	
Microsoft Access Levels One and Two		96	
Crystal Reports Levels One and Two		64	
Introduction to Programming (No Courseware Included)		56	
20461 Querying Microsoft SQL Server or 20761 Querying Data with Transact SQL		70	
20462 Administering Microsoft® SQL Server Databases or 20764 Administering a SQL Database Infrastructure		70	
20463 Implementing a Data Warehouse with Microsoft SQL Server or 20767 Implementing a SQL Data Warehouse		70	
*Three Microsoft Exam Vouchers and Exam Prep			
Price		$5,325.00	

Microsoft Access Levels One and Two ($20x2)	$40.00
Crystal Reports Levels One and Two (**$65x2**)	$130.00
Introduction to Programming (No Courseware Included)	$0.00
20461 Querying Microsoft SQL Server or 20761 Querying Data with Transact SQL	$250.00
20462 Administering Microsoft® SQL Server Databases or 20764 Administering a SQL Database Infrastructure	$250.00
20463 Implementing a Data Warehouse with Microsoft SQL Server or 20767 Implementing a SQL Data Warehouse	$250.00
Total Textbook Cost (required and non-refundable)	**$920.00**
Exams (non-refundable)	**$675.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$6,995.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description
This program is the premier credential for technical professionals who analyze the business requirements and design/implement the infrastructure for business solutions based on the Microsoft Windows platform and Microsoft server software.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on your analysis of business needs. You are able to install, configure, and troubleshoot network systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

System Administrator   PC LAN Technician   Information Systems Analyst   Network Administrator   Systems Engineer

Course Information

Hours: 525	Approximately 29 weeks of instruction	Price	$13,000.00
Course			Hours
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016			105
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016			105
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016			105
20413 Designing and Implementing a Server Infrastructure or 20744 Securing Windows Server 2016			105
20414 Implementing an Advanced Server Infrastructure or 20345-1 Administering Microsoft Exchange Server 2016			105
*Five Microsoft Exam Vouchers and Exam Preps			
Price			$10,550.00

20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
20413 Designing and Implementing a Server Infrastructure or 20744 Securing Windows Server 2016	$250.00
20414 Implementing an Advanced Server Infrastructure or 20345-1 Administering Microsoft Exchange Server 2016	$250.00
Total Textbook Cost (required and non-refundable)	**$1,250.00**
Exams (non-refundable)	**$1,125.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$13,000.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

General Course Description
This program is the premier credential for technical professionals who analyze the business requirements and design/implement the infrastructure for business solutions based on the Microsoft Windows platform and Microsoft server software. Validate your ability to move your company to the cloud, increase user productivity and flexibility, reduce data loss, and improve data security for your organization.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on your analysis of business needs. You are able to install, configure, and troubleshoot network systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| System Administrator | PC LAN Technician | Information Systems Analyst | Network Administrator | Systems Engineer |

Course Information

Hours: 525	Approximately 29 weeks of instruction	Price	$13,000.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		105	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		105	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		105	
20331 Core Solutions of Microsoft SharePoint Server 2013 or 20339-1 Planning and Administering SharePoint 2016		105	
20332 Advanced Solutions of Microsoft SharePoint Server 2013 or 20339-2 Advanced Technologies of SharePoint 2016		105	
*Five Microsoft Exams Vouchers and Exam Preps			

Price	**$10,550.00**
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
20331 Core Solutions of Microsoft SharePoint Server 2013 or 20339-1 Planning and Administering SharePoint 2016	$250.00
20332 Advanced Solutions of Microsoft SharePoint Server 2013 or 20339-2 Advanced Technologies of SharePoint 2016	$250.00
Total Textbook Cost (required and non-refundable)	**$1,250.00**
Exams (non-refundable)	**$1,125.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$13,000.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

General Course Description
This program is the premier credential for technical professionals who analyze the business requirements and design/implement the infrastructure for business solutions based on the Microsoft Windows platform and Microsoft server software. Prove your expertise in managing and implementing Microsoft private cloud computing technologies. With Windows Server and System Center, you will build your Microsoft private cloud solution to optimize IT service delivery and gain the automation and flexibility you need for your IT infrastructure, now and in the future.
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Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on your analysis of business needs. You are able to install, configure, and troubleshoot network systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| System Administrator | PC LAN Technician | Information Systems Analyst | Network Administrator | Systems Engineer |

Course Information

Hours: 525	Approximately 29 weeks of instruction	Price	$13,000.00
Course			Hours
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016			105
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016			105
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016			105
10750 Monitoring and Operating a Private Cloud Using System Center 2012 or 20703-1 Administering System Center Configuration Manager			105
10751 Configuring and Deploying a Private Cloud Using System Center 2012 or 20703-2 Integrating Cloud Services with System Center Configuration Manager			105
*Five Microsoft Exam Vouchers and Exam Preps			

Price	**$10,550.00**
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
10750 Monitoring and Operating a Private Cloud Using System Center 2012 or 20703-1 Administering System Center Configuration Manager	$250.00
10751 Configuring and Deploying a Private Cloud Using System Center 2012 or 20703-2 Integrating Cloud Services with System Center Configuration Manager	$250.00
Total Textbook Cost (required and non-refundable)	**$1,250.00**
Exams (non-refundable)	**$1,125.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$13,000.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

General Course Description
This program is the premier credential for technical professionals who analyze the business requirements and design/implement the infrastructure for business solutions based on the Microsoft Windows platform and Microsoft server software. Validate your ability to move your company to the cloud, increase user productivity and flexibility, reduce data loss, and improve data security for your organization.

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Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on your analysis of business needs. You are able to install, configure, and troubleshoot network systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| System Administrator | PC LAN Technician | Information Systems Analyst | Network Administrator | Systems Engineer |

Course Information

Hours: 525	Approximately 29 weeks of instruction	Price	$13,000.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		105	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		105	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		105	
20341 Core Solutions of Microsoft Exchange Server 2013 or 20345-1 Administering Microsoft Exchange Server 2016		105	
20342 Advanced Solutions of Microsoft Exchange Server 2013 or 20345-2 Designing and Deploying Microsoft Exchange Server 2016		105	
*Five Microsoft Exam Vouchers and Exam Preps			
Price		**$10,550.00**	

20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
20341 Core Solutions of Microsoft Exchange Server 2013 or 20345-1 Administering Microsoft Exchange Server 2016	$250.00
20342 Advanced Solutions of Microsoft Exchange Server 2013 or 20345-2 Designing and Deploying Microsoft Exchange Server 2016	$250.00
Total Textbook Cost (required and non-refundable)	**$1,250.00**
Exams (non-refundable)	**$1,125.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$13,000.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

MCSE – Microsoft® Certified Solutions Expert Communication
CalJOBS# 11100111000030   CRM ID: C55SoCal

General Course Description
This program is the premier credential for technical professionals who analyze the business requirements and design/implement the infrastructure for business solutions based on the Microsoft Windows platform and Microsoft server software. Validate your ability to move your company to the cloud, increase user productivity and flexibility, reduce data loss, and improve data security for your organization.

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Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
Design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on your analysis of business needs. You are able to install, configure, and troubleshoot network systems.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| System Administrator | PC LAN Technician | Information Systems Analyst | Network Administrator | Systems Engineer |

Course Information

Hours: 525	Approximately 29 weeks of instruction	Price	$13,000.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		105	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		105	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		105	
20336 Core Solutions of Microsoft Lync Server 2013 or 40409 Deploying Voice Workloads for Skype for Business Online and Server 2015		105	
20337 Enterprise Voice & Online Services with Microsoft Lync Server 2013 or 20334 Core Solutions of Microsoft Skype for Business 2015		105	
*Five Microsoft Exam Vouchers and Exam Preps			
Price		$10,550.00	

20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
20336 Core Solutions of Microsoft Lync Server 2013 or 40409 Deploying Voice Workloads for Skype for Business Online and Server 2015	$250.00
20337 Enterprise Voice & Online Services with Microsoft Lync Server 2013 or 20334 Core Solutions of Microsoft Skype for Business 2015	$250.00
Total Textbook Cost (required and non-refundable)	**$1,250.00**
Exams (non-refundable)	**$1,125.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$13,000.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education.

MCSE Windows Server 2012 Infrastructure / 2012 Desktop Infrastructure

CalJOBS# 11050111000013   CRM ID: C59SoCal

General Course Description

The Microsoft Certified Solutions Expert credential is the leading certification for Windows Enterprise Administrator, providing widely recognized, objective validation of your ability to perform critical, current IT job roles by using Microsoft technologies to their best advantage.

Audience

The MCSE program is appropriate for Network Administrators, Network Engineers, Systems Administrators, IT Professionals, IS Administrators, Network Technicians, and Technical Support Specialists.

Prerequisites

The MCSE is an advanced certification for Windows Server Enterprise Administrators. It is expected that candidates pursuing this certification have a minimum of one year experience working with Windows Server products completion of either CompTIA Network+ or CompTIA A+ and a high school diploma or equivalency is required

Acquired Skills

Individuals who successfully complete this program will be able to design and implement enterprise infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on analysis of business needs.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Window Enterprise Administrator	Server Systems Administrator	Network administrator	Monitoring operator

Course Information

Hours: 840	Approximately 42 weeks of instruction	Price	$18,000.00
Course			Hours
A+ Certificate			140
Network+ Certificate			70
20687 Configuring Windows 8 or 20697-1 Implementing and Managing Windows 10 or MD-100T01, MD-100T02, MD-100T03, MD-100T04			70
20688 Managing and Maintaining Windows 8 or 20697-2 Deploying and Managing Windows 10 Using Enterprise Services or MD-101T01, MD-101T02, MD-101T03			70
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016			70
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016			70
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016			70
20413 Designing and Implementing a Server Infrastructure or 20744 Securing Windows Server 2016			70
20414 Implementing an Advanced Server Infrastructure or 20345-1 Administering Microsoft Exchange Server 2016			70
20415 Implementing a Desktop Infrastructure or 20694 Virtualizing Enterprise Desktops and Apps			35
20416 Implementing Desktop Application Environments or 20695 Deploying Windows Desktops and Enterprise Applications			35
10135, Configuring, Managing and Troubleshooting Microsoft Exchange Server 2010 or 20345-2 Designing and Deploying Microsoft Exchange Server 2016			70
*Five Microsoft Exam Vouchers, Three CompTIA Exam Vouchers and Exam Preps			
Price			$13,314.00

A+ Certificate	$68.00
Network+ Certificate	$68.00
20687 Configuring Windows 8 or 20697-1 Implementing and Managing Windows 10 or MD-100T01, MD-100T02, MD-100T03, MD-100T04	$250.00
20688 Managing and Maintaining Windows 8 or 20697-2 Deploying and Managing Windows 10 Using Enterprise Services or MD-101T01, MD-101T02, MD-101T03	$250.00
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
20413 Designing and Implementing a Server Infrastructure or 20744 Securing Windows Server 2016	$250.00
20414 Implementing an Advanced Server Infrastructure or 20345-1 Administering Microsoft Exchange Server 2016	$250.00
20415 Implementing a Desktop Infrastructure or 20694 Virtualizing Enterprise Desktops and Apps	$250.00
20416 Implementing Desktop Application Environments or 20695 Deploying Windows Desktops and Enterprise Applications	$250.00
10135, Configuring, Managing and Troubleshooting Microsoft Exchange Server 2010 or 20345-2 Designing and Deploying Microsoft Exchange Server 2016	$250.00
Total Textbook Cost (required and non-refundable)	**$2,636.00**
Exams (non-refundable)	**$1,975.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$18,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

MCSE – Microsoft® Certified Solutions Expert: Data Platform

CalJOBS# 11080211000005   CRM ID: C58SoCal

General Course Description

Demonstrate your broad skill sets in building and administrating enterprise-scale data solutions both on-premises and in cloud environments. Earning an MCSE: Data Platform certification will qualify you for such jobs as database analyst and database designer.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Demonstrate your broad skill sets in SQL administration, building enterprise-scale data solutions, and leveraging business intelligence data - both on-premises and in cloud environments

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Database Developer   Database Technical Consultant

Course Information

Hours: 525	Approximately 29 weeks of training	Price	$13,000.00
Course			Hours
20461 Querying Microsoft SQL Server or 20761 Querying Data with Transact SQL			105
20462 Administering Microsoft® SQL Server Databases or 20764 Administering a SQL Database Infrastructure			105
20463 Implementing a Data Warehouse with Microsoft SQL Server or 20767 Implementing a SQL Data Warehouse			105
20464 Developing Microsoft® SQL Server Databases or 20762 Developing SQL Databases			105
20465 Designing Database Solutions for Microsoft SQL Server or 20765 Provisioning SQL Databases			105
*Five Microsoft Exam Vouchers and Exam Preps			
Price			**$10,550.00**
20461 Querying Microsoft SQL Server or 20761 Querying Data with Transact SQL			$250.00
20462 Administering Microsoft® SQL Server Databases or 20764 Administering a SQL Database Infrastructure			$250.00
20463 Implementing a Data Warehouse with Microsoft SQL Server or 20767 Implementing a SQL Data Warehouse			$250.00
20464 Developing Microsoft® SQL Server Databases or 20762 Developing SQL Databases			$250.00
20465 Designing Database Solutions for Microsoft SQL Server or 20765 Provisioning SQL Databases			$250.00
Total Textbook Cost (required and non-refundable)			**$1,250.00**
Exams (non-refundable)			**$1,125.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$13,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description

This certification demonstrates that you can design analysis solutions, data transformations, and reports. Business intelligence developers design and implement multi-dimensional database models (logical and physical), data marts, data warehousing, data transforms, data analytics, and reporting solutions. Prove that you have the skills and techniques needed to design, build, and deploy solutions that deliver more data to more people across the organization. Earning an MCSE: Business Intelligence certification will qualify for a position as a BI and reporting engineer

Prerequisites

A High school diploma or equivalency is required

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Database Developer   Database Technical Consultant

Course Information

Hours: 525	Approximately 29 weeks of training	Price	$13,000.00
Course			Hours
20461 Querying Microsoft SQL Server or 20761 Querying Data with Transact SQL			105
20462 Administering Microsoft® SQL Server Databases or 20767 Implementing a SQL Data Warehouse			105
20463 Implementing a Data Warehouse with Microsoft SQL Server or 20768 Developing SQL Data Models			105
20466 Implementing Data Models and Reports with Microsoft SQL Server or 20778 Analyzing Data with Power BI			105
20467 Designing Business Intelligence Solutions with Microsoft SQL Server or 20779 Analyzing Data with Excel			105
*Five Microsoft Exam Vouchers and Exam Preps			
Price			$10,550.00

20461 Querying Microsoft SQL Server or 20761 Querying Data with Transact SQL	$250.00
20462 Administering Microsoft® SQL Server Databases or 20767 Implementing a SQL Data Warehouse	$250.00
20463 Implementing a Data Warehouse with Microsoft SQL Server or 20768 Developing SQL Data Models	$250.00
20466 Implementing Data Models and Reports with Microsoft SQL Server or 20778 Analyzing Data with Power BI	$250.00
20467 Designing Business Intelligence Solutions with Microsoft SQL Server or 20779 Analyzing Data with Excel	$250.00
Total Textbook Cost (required and non-refundable)	**$1,250.00**
Exams (non-refundable)	**$1,125.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$13,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

MCSE – Microsoft® Certified Solutions Expert Server/Cloud with VMWARE
CalJOBS# 11100111000032   CRM ID: C17SoCal

General Course Description
The Microsoft Certified Solutions Expert (MCSE) credential is the leading certification for Windows Server, providing widely recognized, objective validation of your ability to perform critical, current IT job roles by using Microsoft technologies to their best advantage. This course provides details on how to deploy and manage Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. The course also provides details on how to manage a server virtualization environment by using System Center products.   The VMWare explores installation, configuration and management of VMware vSphere.

Audience
The MCSE program is appropriate for Network Administrators, Network Engineers, Systems Administrators, IT Professionals, IS Administrators, Network Technicians, and Technical Support Specialists.

Prerequisites
It is expected that candidates pursuing this certification have a minimum of one year experience working as a Network or Systems Administrator. A high school diploma or equivalency is required.

Acquired Skills
The MCSE Server Administrator is an advanced certification for Windows Server. Network Administrators. Individuals who successfully complete this program will be able to design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on analysis of business needs, install, configure, and troubleshoot network systems. Deploying and managing Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. Managing a server virtualization environment by using System Center products.   The VMWare explores installation, configuration and management of VMware vSphere.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Window Server Administrator	Server Systems Administrator	Network administrator
IT Technology Project Managers		Computer Systems Engineers

Course Information

Hours: 560	Approximately 31 weeks of instruction	Price	$16,595.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		105	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		105	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		105	
10750 Monitoring and Operating a Private Cloud Using System Center 2012 or 20703-1 Administering System Center Configuration Manager		105	
10751 Configuring and Deploying a Private Cloud Using System Center 2012 or 20744 Securing Windows Server 2016		105	
VMWare VSphere Install, Configure, Manage		35	
*Five Microsoft Exams,One VMWare Exam Voucher and Exams Preps included			

Price	$13,220.00
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
10750 Monitoring and Operating a Private Cloud Using System Center 2012 or 20703-1 Administering System Center Configuration Manager	$250.00
10751 Configuring and Deploying a Private Cloud Using System Center 2012 or 20744 Securing Windows Server 2016	$250.00
VMWare VSphere Install, Configure, Manage	$600.00
Total Textbook Cost (required and non-refundable)	$1,850.00
Exams (non-refundable)	$1,450.00
Registration Fee (non-refundable)	$75.00
Total Program Cost	$16,595.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

MCITP – Microsoft® Certified IT Professional Windows Server Administrator with VMWARE

CalJOBS# 11100111000025   CRM ID: C13SoCal

General Course Description

The Microsoft Certified IT Professional (MCITP) credential is the leading certification for Windows Server, providing widely recognized, objective validation of your ability to perform critical, current IT job roles by using Microsoft technologies to their best advantage. This course provides details on how to deploy and manage Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. The course also provides details on how to Manage a server virtualization environment by using System Center products.   The VMWare explores installation, configuration and management of VMware vSphere.

Audience

The MCITP program is appropriate for Network Administrators, Network Engineers, Systems Administrators, IT Professionals, IS Administrators, Network Technicians, and Technical Support Specialists.

Prerequisites

It is expected that candidates pursuing this certification have a minimum of one year experience working as a Network or Systems Administrator. A high school diploma or equivalency is required.

Acquired Skills

The MCITP Server Administrator is an advanced certification for Windows Server. Network Administrators. Individuals who successfully complete this program will be able to design and implement infrastructure systems using the Microsoft Windows platform and Microsoft server software, based on analysis of business needs, install, configure, and troubleshoot network systems. Deploying and managing Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. Managing a server virtualization environment by using System Center products.   The VMWare explores installation, configuration and management of VMware vSphere.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| Window Server Administrator | Server Systems Administrator | Network Administrator |

Course Information

Hours: 504	Approximately 26weeks of instruction	Price:	$16,655.00
Course		Hours	
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016		70	
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016		70	
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016		42	
20413 Designing and Implementing a Server Infrastructure or 20744 Securing Windows Server 2016		70	
20414 Implementing an Advanced Server Infrastructure or 20345-1 Administering Microsoft Exchange Server 2016		70	
20341 Core Solutions of Microsoft Exchange Server 2013 or 20345-2 Designing and Deploying Microsoft Exchange Server 2016		56	
20342 Advanced Solutions of Microsoft Exchange Server 2013 or 20703-1 Administering System Center Configuration Manager		56	
VMWare VSphere Troubleshooting		35	
VMWare VSphere Install, Configure, Manage		35	
*Five Microsoft, Two VMWare Exam and Prep included			

Price	$12,005.00
20410 Installing and Configuring Windows Server 2012 or 20740 Installation, Storage, and Compute with Windows Server 2016	$250.00
20411 Administering Windows Server 2012 or 20741 Networking with Windows Server 2016	$250.00
20412 Configuring Advanced Windows Server 2012 or 20742 Identity with Windows Server 2016	$250.00
20413 Designing and Implementing a Server Infrastructure or 20744 Securing Windows Server 2016	$250.00
20414 Implementing an Advanced Server Infrastructure or 20345-1 Administering Microsoft Exchange Server 2016	$250.00
20341 Core Solutions of Microsoft Exchange Server 2013 or 20345-2 Designing and Deploying Microsoft Exchange Server 2016	$250.00
20342 Advanced Solutions of Microsoft Exchange Server 2013 or 20703-1 Administering System Center Configuration Manager	$250.00
VMWare VSphere Troubleshooting	$600.00
VMWare VSphere Install, Configure, Manage	$600.00
Total Textbook Cost (required and non-refundable)	$2,950.00
Exams (non-refundable)	$1,775.00
Registration Fee (non-refundable)	$75.00
Total Program Cost	$16,655.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Virtualization Program with MCTS- Hyper-V and VMWARE

CalJOBS# 11100111000029   CRM ID: C1Socal

General Course Description

This course provides details on how to deploy and manage Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. The course also provides details on how to manage a server virtualization environment by using System Center products.   The VMWare explores installation, configuration and management of VMware vSphere, with the addition of Cloud Director for implementation of small private vCloud solutions.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Deploying and managing Hyper-V and Remote Desktop Services on Windows Servers Hyper-V and Remote Desktop Services on Windows Server. Managing a server virtualization environment by using System Center products.   The VMWare explores installation, configuration and management of VMware vSphere. Deploy vCloud Director, Manage vCloud Director to satisfy small private cloud business needs.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

VMWARE Administrator	Systems Administrator Information
Computer Systems Engineers/Architects	Technology Project Managers

Course Information

Hours:140 hours	Approximately 8 weeks of instruction	Price	$9,995.00
Course			Hours
20409 Server Virtualization with Windows Server Hyper-V and System Center			70
VMWare VSphere Install, Configure, Manage (VCP)			35
WMWare VSphere Bootcamp			14
CompTIA Cloud Essentials			21
*One Microsoft, One VMWare, One CompTIA Exam Vouchers and Exam Preps			
Price			**$7,558.00**
20409 Server Virtualization with Windows Server Hyper-V and System Center			$250.00
VMWare VSphere Install, Configure, Manage (VCP)			$600.00
WMWare VSphere Bootcamp			$600.00
CompTIA Cloud Essentials			$68.00
Total Textbook Cost (required and non-refundable)			**$1,518.00**
Exams (non-refundable)			**$844.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$9,995.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

SharePoint for Administrators
CalJOBS# 11100111000028   CRM ID: C18SoCal

General Course Description
The student will become proficient in Microsoft SharePoint and enable to deploy an intelligent portal that seamlessly connects users, teams and knowledge so that organizations can take advantage of relevant information across business processes that helps them work more efficiently.   Student with an MCSA 2012 will be able to earn an MCSE SharePoint.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
SharePoint Configuration certification highlights area of expertise and validates the knowledge and skills required to configure and deploy Office SharePoint Server Students will have an understanding of how to configure Office SharePoint Server and to build an interface that creates workflow within an organization's business processes.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

SharePoint Administrator	SharePoint Developer
SharePoint Workflow Specialist	SharePoint Analyst

Course Information

Hours: 410	Approximately 23 weeks of instruction	Price	$9,495.00
Course			Hours
Microsoft SharePoint Foundation Site User			8
Microsoft SharePoint Foundation Site Administrator			8
Microsoft SharePoint Foundation Site Owner			8
InfoPath Designer with SharePoint			8
20331 Core Solutions of Microsoft SharePoint Server 2013 or 20339-1 Planning and Administering SharePoint 2016 (OLL)			105
20332 Advanced Solutions of Microsoft SharePoint Server 2013 or 20339-2 Advanced Technologies of SharePoint 2016 (OLL)			105
55033 SharePoint 2013 Site Collection and Site Administration or 55234 SharePoint 2016 Site Collections and Site Owner Administration			105
55035 Microsoft SharePoint Server 2013 for the Site Owner/Power User or 55197 Microsoft SharePoint Server 2016 for the Site Owner/Power User			63
Price			**$8,490.00**

Microsoft SharePoint Foundation Site User	$20.00
Microsoft SharePoint Foundation Site Administrator	$20.00
Microsoft SharePoint Foundation Site Owner	$20.00
InfoPath Designer with SharePoint	$20.00
20331 Core Solutions of Microsoft SharePoint Server 2013 or 20339-1 Planning and Administering SharePoint 2016 (OLL)	$250.00
20332 Advanced Solutions of Microsoft SharePoint Server 2013 or 20339-2 Advanced Technologies of SharePoint 2016 (OLL)	$250.00
55033 SharePoint 2013 Site Collection and Site Administration or 55234 SharePoint 2016 Site Collections and Site Owner Administration	$250.00
55035 Microsoft SharePoint Server 2013 for the Site Owner/Power User or 55197 Microsoft SharePoint Server 2016 for the Site Owner/Power User	$100.00
Total Textbook Cost (required and non-refundable)	**$930.00**
NO Exams	**$0.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$9,495.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

MCTS – Microsoft® Certified Technology Specialist .NET Framework Web Applications
CalJOBS# 11100611000028   CRM ID: P36SoCal
General Course Description
The Technology Specialist certifications let professionals target specific technologies and distinguish themselves by demonstrating in-depth knowledge and expertise in their subject area technologies.
Audience
Technology Specialists are typically pursuing careers as a Web developer, Windows developer, or enterprise applications developer. They may also be individuals such as database developers and systems administrators who do not work with the .NET Framework 3.5 on a daily basis but who wish to show their breadth of technology experience.
Prerequisites
Candidates for this exam are professional Web developers who use Microsoft Visual Studio. Candidates should have a minimum of two to three years of experience developing Web-based applications by using Visual Studio and Microsoft ASP.NET. Candidates should be experienced users of Visual Studio 2008 and later releases and should have a fundamental knowledge of the .NET Framework 4 programming languages (C# or Microsoft Visual Basic). In addition, candidates should understand how to use the new features of Visual Studio 2010 and the .NET Framework 4. A High school diploma or equivalency is required.
Acquired Skills
After completing this program the student will be able to Develop Web Forms Pages. Include: page directives such as ViewState, request validation, event validation, MasterPageFile; and ClientIDMode. Students will use web.config to set the html doct type. Students will also use Web Forms Controls: client side, server side, and via AJAX; custom validation controls; regex validation; validation groups; datatype check along with jQuery validation. Instruction will include implementing Client-Side Scripting and AJAX Configuring and Extending a Web Application.   Students will also learn to Display and Manipulate Data. Students will also learn advanced customization of DataList, Repeater, ListView, FormsView, DetailsView, TreeView, DataPager, Chart and GridViewDeveloping.2 . .NET 4.0 Framework

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Web Developers	Windows developers	Database Developers
Systems Administrator	Enterprise Applications Developers	

Course Information

Hours: 322	Approximately 17 weeks of instruction	Price	$6,595.00
Course			Hours
4994 Introduction to Programming MS.Net Applications with MS Visual Studio 2005 or 10975 Introduction to Programming			70
2310 Developing MS ASP.Net Web Applications Using Visual Studio.Net or 20486 Developing ASP.NET Core MVC Web Applications			70
10264 Developing web Application w/MS Visual Studio 2010 or 10550 Programming in Visual Basic with Microsoft® Visual Studio® 2010			70
10267 Introduction to Web Development w/MS Visual Studio 2010			70
HTML5: Content Authoring Fundamentals / New and Advanced Features			42
*One Microsoft Exam Voucher and Exam Prep			
Price			**$5,255.00**

4994 Introduction to Programming MS.Net Applications with MS Visual Studio 2005 or 10975 Introduction to Programming	$250.00
2310 Developing MS ASP.Net Web Applications Using Visual Studio.Net or 20486 Developing ASP.NET Core MVC Web Applications	$250.00
10264 Developing web Application w/MS Visual Studio 2010 or 10550 Programming in Visual Basic with Microsoft® Visual Studio® 2010	$250.00
10267 Introduction to Web Development w/MS Visual Studio 2010	$250.00
HTML5: Content Authoring Fundamentals / New and Advanced Features	$40.00
Total Textbook Cost (required and non-refundable)	**$1,040.00**
Exam (non-refundable)	**$225.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$6,595.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Microsoft® Backend Development

MCSD Web Applications
CalJOBS# 50040911000015   CRM ID: P44SoCal

Audience

Technology Specialists typically pursue careers as Web developers, Windows developers, or enterprise software developers. They may also be developers and system administrators who do not work with the .NET Framework daily but who want to show their breadth of technology experience

Prerequisites

A High school diploma or equivalency is required.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

> Graphic Designers
> Multi-Media Artists
> Animators

Course Information

Hours: 582	Approximately 30 weeks of instruction	Price	**$10,295.00**
Course			Hours
20480 Programming in HTML5 with Java Script and CSS3			105
20483 20483C Programming in C#			105
20487 Developing Windows Azure and Web Services.			105
Introduction to Java 9			70
Advanced Java 9			70
JavaScript Basic (No Courseware Included)			70
HTML5: Content Authoring Fundamentals / New and Advanced Features			57
*Three Microsoft Exam Vouchers and Exam Preps			
Price			**$8,755.00**
20480 Programming in HTML5 with Java Script and CSS3			$250.00
20483 20483C Programming in C#			$250.00
20487 Developing Windows Azure and Web Services			$250.00
Introduction to Java 9			$0.00
Advanced Java 9			$0.00
JavaScript Basic (No Courseware Included)			$0.00
HTML5: Content Authoring Fundamentals / New and Advanced Features			$40.00
Total Textbook Cost (required and non-refundable)			**$790.00**
Exams (non-refundable)			**$675.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$10,295.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education

MCSD– Microsoft® Certified Solutions Developer Web Applications
CalJOBS# 11100611000037   CRM ID: C54Socal

General Course Description
In this course, students will learn how to design and develop services that access local and remote data from various data sources. Students will also learn how to develop and deploy services to hybrid environments, including on-premises servers and Windows Azure.

Prerequisites
A High school diploma or equivalency is required. To achieve this certification you must have a foundation of web programming skills using HTML5 with JavaScript and ASP.NET MVC 4. This course is intended for both novice and experienced .NET developers who have a minimum of six months programming experience, and want to learn how to develop services and deploy them to hybrid environments

Acquired Skills
Overview of HTML and CSS. Exploring the Contoso Conference Application. Creating and Styling HTML5 Pages. Introduction to JavaScript. Creating Forms to Collect Data and Validate User Input. Creating a Form and Validating User Input. Communicating with a Remote Data Source.   Module 6: Styling HTML5 by Using CSS3. Creating Objects and Methods by Using JavaScript. Creating Interactive Pages using HTML5 APIs, Describe the Microsoft Web Technologies stack and select an appropriate technology to use to develop any given application. •Create MVC Models and write code that implements business logic within Model methods, properties, and events. Describe what a Web API is and why developers might add a Web API to an application. Secure WCF services using transport and message security. Implement federated authentication by using ACS with ASP.NET Web API services Monitor and log services, both on-premises and in Windows Azure.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

               Web Application Developer   Webmaster
Course Information

Hours:316	Approximately 18 weeks of instruction	Price	$7,295.00
Course			Hours
20480 Programming in HTML5 with JavaScript and CSS3			70
20486 Developing ASP.NET MVC 4 Web Applications			70
20487 Developing Windows Azure and Web Services			70
SharePoint Designer Levels One and Two			16
HTML5: Content Authoring Fundamentals / New and Advanced Features			24
JavaScript Programming			66
*Three Microsoft Exam Vouchers and Exams Preps			

Price	**$5,715.00**
20480 Programming in HTML5 with JavaScript and CSS3	$250.00
20486 Developing ASP.NET MVC 4 Web Applications	$250.00
20487 Developing Windows Azure and Web Services	$250.00
SharePoint Designer Levels One and Two	$40.00
HTML5: Content Authoring Fundamentals / New and Advanced Features	$40.00
JavaScript Programming (No Courseware)	$0.00
Total Textbook Cost (required and non-refundable)	**$830.00**
Exam (non-refundable)	**$675.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$7,295.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

PowerShell
CalJOBS# 11100111000027   CRM ID: C64SoCal

General Course Description
Students will gain fundamental knowledge and skills to use Windows PowerShell 3.0 for administering and automating administration of Windows based servers

Audience
This course is intended for IT Professionals already experienced in general Windows Server and Windows Client administration or already experienced in administering and supporting Application servers and services including Exchange, SharePoint, SQL etc It is broadly intended for students who want to use Windows PowerShell to automate administrative tasks from the command line, using any Microsoft or independent software vendor (ISV) product that supports Windows PowerShell manageability

Prerequisites
It is expected that candidates pursuing this certification have a minimum of one year experience working as a Network or Systems Administrator. A high school diploma or equivalency is required.

Acquired Skills
Finding and running commands. Working with the Pipeline. Understand how the pipeline works.   Using PS Providers and PSDrives, Using WMI and CIM.   Prepare scripting. Administering Remote computers. Using advanced PowerShell techniques and profiles.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)
Window Server Administrator   Server   Systems   Network Administrator
                                Administrator

Course Information

Hours: 105	Approximately 7 weeks of instruction	Price	$2,695.00
Course			Hours
Automating Administration with Windows PowerShell			105
Price			$2,400.00
Automating Administration with Windows PowerShell			$250.00
Total Textbook Cost (required and non-refundable)			$250.00
No Exam			$0.00
Registration Fee (non-refundable)			$75.00
Total Program Cost			$2,695.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description

Career Development Solutions ITIL training and certification classes will show you how to align your business needs and goals with your IT services and prepare for ITIL Certification.

Learn procedures and best practices drawn from years of experience in both public and private sector organizations. Information Technology Infrastructure Library (ITIL) is a series of books and concepts which help guide an organization in IT best practices in order to provide quality IT services.

Prerequisite
A High school diploma or equivalency is required.

Acquired Skills
ITIL version introduces IT Service Management through the lens of a Service Value System (SVS), which provides a holistic end-to-end view of how to successfully contribute to business value, and also how to leverage concepts from models such as Lean IT, Agile, DevOps and Organizational Change Management.

Job Titles (Job Titles related to Project Management IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester   Computer Systems Analyst
Medical and Health Service Managers   Management Analysis

Course Information

Hours: 190	Approximately 11 weeks of training	Price	$8,800.00
Course		Hours	
ITIL Foundations		63	
ITIL Service Strategy		28	
ITIL Operational Support and Analysis		35	
Microsoft Project Levels One and Two		48	
Project Management Strategic Planning Skills		16	
*Three Exam Vouchers and Exam Preps			
Price		$7,485.00	

ITIL Foundations	$150.00
ITIL Service Strategy	$150.00
ITIL Operational Support and Analysis	$150.00
Microsoft Project Levels One and Two	$40.00
Project Management Strategic Planning Skills	$0.00
Total Textbook Cost (required and non-refundable)	**$490.00**
Exams (non-refundable)	**$750.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$8,800.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Six Sigma Lean Green Belt
CalJOBS# 11100511000001   CRM ID: C70SoCal

General Course Description
This course is designed for professionals with a MBA degree or has 10 years equivalent experience. Following the course combined with assigned projects can lead to Black Belt Certification.

Prerequisites
Must be Six Sigma Lean Green Belt Certified and be familiar with personal computers and the windows operating system

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester   Computer Systems Analyst
Medical and Health Services Manager   Management Analysis

Course Information

Hours: 21	Approximately 2 weeks of training	Price:	$2.100.00
Course			Hours
Six Sigma Green Belt			21
Price			$1,975.00
Six Sigma Green Belt			$50.00
Total Textbook Cost (required and non-refundable)			$50.00
Exam included with the training			$0.00
Registration Fee (non-refundable)			$75.00
Total Program Cost			$2,100.00

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Six Sigma Lean Black Belt
CalJOBS# 11100511000000   CRM ID: P63SoCal

General Course Description

This course is designed for professionals with a MBA degree or has 10 years equivalent experience. Following the course combined with assigned projects can lead to Black Belt Certification.

Prerequisites

Must be Six Sigma Lean Green Belt Certified and be familiar with personal computers and the windows operating system and a high school diploma or equivalency is required

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester   Computer Systems Analyst

Medical and Health Services Manager   Management Analysis

Course Information

Hours: 35	Approximately 2 weeks of training	Price:	$3,500.00
Course		Hours	
Six Sigma Black Belt		35	
Price		$3,375.00	
Six Sigma Black Belt		$50.00	
Total Textbook Cost (required and non-refundable)		$50.00	
Exam included with the training		$0.00	
Registration Fee (non-refundable)		$75.00	
Total Program Cost		$3,500.00	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Six Sigma Lean Black Belt with Project Management

CalJOBS# 52021111000006   CRM ID: P64Socal

iTrain Program Number: 52020117300100   SBY: 3072

General Course Description

This Project oriented program includes Lean Six Sigma Black Belt training. Microsoft Project, which is a necessary tool for Project Management and Six Sigma Professionals, will be taught to the advanced level. Student will learn the basics of Lean Six Sigma and by the end will be able to apply Lean Six Sigma methodologies into a project. To earn Sigma Certification Students will need to complete a White Paper which implements Six Sigma Methodology into a project. Students will be awarded their belt from the instructor upon approval of the project.   Students will learn the PMBOK methods of Project Management.

Prerequisites

A High school diploma or equivalency is required

Job Titles (Job Titles related to Six Sigma, Project Management and IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Project Managers	Computer Systems Analyst
Medical and Health Services Manager	Management Analysis

Course Information

Hours: 137	Approximately 7 weeks of training	Price	$7,500.00
Course			**Hours**
Six Sigma Green Belt			21
Project Management Professional			35
Six Sigma Lean Black Belt			35
Microsoft Project Levels One and Two			46
Price			**$7,230.00**
Six Sigma Green Belt			$50.00
Project Management Professional			$55.00
Six Sigma Lean Black Belt			$50.00
Microsoft Project Levels One and Two			$40.00
Total Textbook Cost (required and non-refundable)			**$195.00**
Exams for Six Sigma are Included with the training. (No PMP Exam Included)			**$0.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$7,500.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Six Sigma Professional Program
CalJOBS# 11100511000005   CRM ID: C22SoCal

General Course Description

This course is designed for professionals with a MBA degree or has 10 years equivalent experience

Prerequisites

Should be familiar with personal computers and the windows operating system and be a business professional.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Project Managers

Management Analysis

Course Information

Hours: 101	Approximately 5 weeks of training	Price:	$5,000.00
Course		Hours	
Six Sigma Lean Black Belt		35	
Six Sigma Green Belt		21	
Microsoft Project Levels One, Two		16	
Microsoft Excel Levels One, Two		29	
Price		$4,745.00	
Six Sigma Lean Black Belt		$50.00	
Six Sigma Green Belt		$50.00	
Microsoft Project Levels One, Two		$40.00	
Microsoft Excel Levels One, Two		$40.00	
Total Textbook Cost (required and non-refundable)		$180.00	
Exams are included with the training		$0.00	
Registration Fee (non-refundable)		$75.00	
Total Program Cost		$5,000.00	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Six Sigma Lean Green Belt, Black Belt and Lean Facilitator

CalJOBS# 11050111000001   CRM ID: C9Socal

General Course Description

This process improvement oriented program includes Lean Six Sigma training along with a certificate as a Lean Facilitator. Microsoft Excel, which is a necessary tool for Six Sigma Professionals, will be taught to the advanced level. Student will learn the basics of Lean Six Sigma and will be able to apply Lean Six Sigma methodologies into a project. To earn Sigma Green Belt Certification Students will need to pass an exam at the completion of training. To earn the Black Belt the student will need to pass the Black Belt exam along with completing a Six Sigma Project which will be approved by the Master Black Belt Instructor.

The Lean Facilitator course is jam-packed with knowledge about the key LEAN events which have the best results when the events are facilitated by a LEAN expert. Students learn the steps and techniques to effective LEAN facilitation along with easy templates and checklists that simplify the LEAN process. Students taking this course will improve the outcome of LEAN events for any organization.

Prerequisites

A High school diploma or equivalency is required.

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Management Analyst	Quality Control Analyst
Administrative Analyst	Manufacturing Analyst

Course Information

Hours: 147	Approximately 8 weeks of training	Price	$7,800.00
Course		Total Hours	
Six Sigma Green Belt		21	
Six Sigma Black Belt		35	
Lean Facilitator Certificate		14	
Microsoft Excel Levels One, Two and Three		77	
Price		**$**	
Six Sigma Green Belt		$50.00	
Six Sigma Black Belt		$50.00	
Lean Facilitator Certificate		$50.00	
Microsoft Excel Levels One, Two and Three		$60.00	
Total Textbook Cost (required and non-refundable)		**$210.00**	
Exams are included with the training.		**$0.00**	
Registration Fee (non-refundable)		**$75.00**	
Total Program Cost		**$7,800.00**	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Six Sigma Lean Black Belt / ITIL Foundations
CalJOBS# 11100611000044   CRM ID: C69SoCal

General Course Description

This course is designed for professionals with a MBA degree or has 10 years equivalent experience in the IT world. Following the course combined with assigned projects can lead to Black Belt Certification.

In the ITIL Foundations course the student will learn how to effectively organize and work within a team environment.

Prerequisites

Should be familiar with personal computers and the windows operating system and be a business professional.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester   Computer Systems Analyst

Medical and Health Service Managers   Management Analysis

Course Information

Hours: 64	Approximately 4 weeks of training	Price:	$5,000.00
Course		Hours	
Six Sigma Lean Black Belt		35	
ITIL Foundations V3 or Six Sigma Green Belt		29	
Price		$4,475.00	
Six Sigma Lean Black Belt		$50.00	
ITIL Foundations V3 or Six Sigma Green Belt		$150.00	
Total Textbook Cost (required and non-refundable)		$200.00	
Exam (non-refundable)		$250.00	
Registration Fee (non-refundable)		$75.00	
Total Program Cost		$5,000.00	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description

This course is designed for professionals with a MBA degree or has 10 years equivalent experience in the IT world. Following the course combined with assigned projects can lead to Black Belt Certification.

In the ITIL Foundations course the student will learn how to effectively organize and work within a team environment.
The CompTIA Project+ course will prepare students for the current CompTIA Certification exam. IT covers the full range of skills and concepts students need to know to plan and implement projects culminating in the creation of a project schedule. You learn how to manage business concerns such as cost and risk and it is balanced by thorough coverage of best practices in managing people and resources. Students will also learn how to manage change and the steps necessary in closing a project.

Prerequisites

Should be familiar with personal computers .High school diploma or equivalency is required
Job Titles (Job Titles related to IT and Six SigmaTraining stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Software Quality Assurance Engineer and Tester	Computer Systems Analyst
Medical and Health Service Managers	Management Analysis

Course Information

Hours: 151	Approximately 8 weeks of training	Price	$8,500.00
Course		**Hours**	
Six Sigma Lean Black Belt		35	
ITIL Foundations V3		60	
Six Sigma Green Belt		21	
CompTIA Project +		35	
One CompTIA Exam Voucher and Exam Prep			
Price		**$7,757.00**	
Six Sigma Lean Black Belt		$50.00	
ITIL Foundations V3		$150.00	
Six Sigma Green Belt		$50.00	
CompTIA Project +		$68.00	
Total Textbook Cost (required and non-refundable)		**$318.00**	
Exams (non-refundable)		**$350.00**	
Registration Fee (non-refundable)		**$75.00**	
Total Program Cost		**$8,500.00**	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description

A full time Master Black Belt position is the highest level of achievement within the Six Sigma infrastructure. The Master Black Belt engages with executive management to drive the process improvement initiative throughout the entire organization. In addition, the Master Black Belt fulfills the critical role of developing internal Six Sigma resources with primary accountability for the Black Belt bench strength and project results.

The New Horizons Career Development Solutions Master Six Sigma Lean Black Belt Program allows a qualified individual to first earn a Green Belt, mastering the practical process of Lean Six Sigma. The next step is studying for the Black Belt in which the student will learn to apply Six Sigma process methodology. The Master Black Belt course is the final step of the training program.

Prerequisites

Student must have graduate degree or 10 years of experience in Process Management and a high school diploma or equivalency is required

Job Titles (Job Titles related to IT and Six SigmaTraining stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

	Project Manager	
	Managers	Management Analysis

Course Information

Hours: 240	Approximately 12 weeks of training	Price:	$9995.00
Course		Hours	
Six Sigma Lean Green Belt		21	
Six Sigma Lean Black Belt		35	
Master Black Belt		35	
Independent Study		149	
Price		**$9,770.00**	
Six Sigma Lean Green Belt		$50.00	
Six Sigma Lean Black Belt		$50.00	
Master Black Belt		$50.00	
Total Textbook Cost (required and non-refundable)		**$150.00**	
Exams are included with the training		**$0.00**	
Registration Fee (non-refundable)		**$75.00**	
Total Program Cost		**$9,995.00**	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Process Management Certificate Program

Management Occupations
11-3011.00   Administrative Services Managers
11-9199.02   Compliance Managers
11-3021.00   Computer and Information Systems Managers
11-9021.00   Construction Managers
11-3031.00   Financial Manager
11-2021.00   Marketing Managers

General Course Description

This Management oriented program teaches students the fundamentals of Lean Six Sigma, Project Management and Agile. Students will learn management skills along with the valuable tools of Lean Six Sigma which help with organization with production along with waste reduction by applying Lean Six Sigma methodologies into business management. The Process Management Professional course qualifies as the hours required by PMI to sit for a PMP Exam. The PMI Agile Certified Practitioner training focuses on agile principles and skills with agile techniques.

Prerequisites

A High school diploma or equivalency is required

Acquired Skills

Students will learn both Lean and Six Sigma methodologies including the DMAIC Model and how to use the model in business analysis and process improvement. Change Management and Project Selection Strategies along with Measurement Systems Analysis, Histograms, Pareto, Box Plot and Scatter Plot. Generating Root Cause Hypothesis, Testing and Process Control. Project Communication and Replication. Project Management will be taught from the Basics including identifying concepts of project management, defining the project, initiating the project, planning the project and planning the project schedule. Additionally students will learn to plan for quality, resources, procurements, risk, stakeholder engagement and communications. Executing a project and working with stakeholders along with controlling and closing the project. In the Agile course students will learn Core Agile Concepts, the Agile Manifesto, common Agile methodology elements, Agile Planning, Interactions, and the Interpersonal Aspects of Agile. Effective Communications skills along with Management and Presentation skills will also be taught.

Job Titles (Job Titles related to Six Sigma, Project Management stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Supervisors	Systems Analyst
First Line Managers	Management Analysis

Hours: 297	Approx. 17	Price:	**$8,500.00**
Course			Hours
Six Sigma Green Belt			45
Project Management Professional			54
Six Sigma Lean Black Belt			54
PMI Agile Certified Professional			36
Evolving into a Manager Role			36
Communicating Across Your Organization			36
The Art of Effective Presentations			36

Price	$7,885.00
Six Sigma Green Belt	$50.00
PMI Agile Certified Professional	$160.00
Project Management Professional	$55.00
Six Sigma Lean Black Belt	$50.00
Evolving into a Manager Role	$100.00
Communicating Across Your Organization	$100.00
The Art of Effective Presentations	$100.00
Total Textbook Cost (required and non-refundable)	**$615.00**
Exams (Six Sigma Green Belt and Six Sigma Black Belt)	**No Charge**
Total Program Cost	**$ 8,500.00**

Project Certifications Program
CalJOBS# 52021111000010   CRM ID: P2csocal

General Course Description

This Project oriented program includes a CompTIA Certification in Project (Project+). The program begins with foundational classes where students will master the skills of Microsoft project and moves forward to Project Certifications. VISIO levels one and two will also be covered within this program.

Prerequisites

You will need basic PC skills. A High school diploma or equivalency is required.

Acquired Skills

Student will learn to design and track well-formed projects by gathering requirements, creating a project plans and assessing project risk while managing multiple business priorities. In addition, the student will learn how to use a computer program (Microsoft Project) as a tool for projects and will acquire the ability through Visio.

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Architects	First-Line Supervisor	Network and Computer	Computer and IS Admin
Managers of Construction	Civil Engineers	Systems Administrator	

Course Information

Hours: 266	Approximately 14 weeks of instruction	Price	$6,275.00
Course			Hours
Project Management Fundamentals			16
Microsoft Project Levels One and Two			31
Microsoft Excel Levels One, Two and Three			72
CompTIA Project +			35
Microsoft SharePoint Foundation 2010 Levels One and Two			96
Visio Levels One and Two			16
*One Microsoft Exam Voucher, One CompTIA Exam Voucher and Exam Preps			
Price			**$5,232.00**

Project Management Fundamentals	$10.00
Microsoft Project Levels One and Two ($20x2)	$40.00
Microsoft Excel Levels One, Two and Three($20x3)	$60.00
CompTIA Project +	$68.00
Microsoft SharePoint Foundation 2010 Levels One and Two ($100.00x2)	$200.00
Visio Levels One and Two ($20x2)	$40.00
Total Textbook Cost (required and non-refundable)	**$418.00**
Exams (non-refundable)	**$550.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$6,275.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Project Certifications Program Path with AutoCAD
CalJOBS# 11100511000004   CRM ID:C65SoCal

General Course Description
This Project oriented program includes a Microsoft Certification (MCTS) and a CompTIA Certification in Project (Project+). The program begins with foundational classes where students will master the skills of Microsoft project and moves forward to Project Certifications. Both VISIO and AutoCAD levels one and two will also be covered within this program.

Prerequisites
You will need basic PC skills and a High School Diploma

Acquired Skills

Student will learn to design and track well-formed projects by gathering requirements, creating a project plans and assessing project risk while managing multiple business priorities. In addition, the student will learn how to use a computer program (Microsoft Project) as a tool for projects and will acquire the ability through Visio and Auto Cad to produce CAD drawings, providing familiar and intuitive drawings user interface and tool set for design/build construction process and you will receive one certification.

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| Construction Managers | First-Line Supervisors/Managers of Construction |
| Civil Engineers | Architects |

Course Information

Hours: 306	Approximately 16 weeks of instruction	Price	$7,375.00
Course		Hours	
Project Management Fundamentals		16	
Microsoft Project Levels One and Two		32	
Microsoft Excel Levels One, Two and Three		48	
CompTIA Project +		35	
Microsoft SharePoint Foundation 2010 - Level 1		32	
Microsoft SharePoint Foundation 2010 - Level 2		32	
Visio Levels One and Two		16	
AutoCAD Levels One and Two		95	
*One Microsoft Exam Voucher, One CompTIA Exam Voucher and Exam Preps			
Price		**$6,207.00**	

Project Management Fundamentals	$10.00
Microsoft Project Levels One and Two ($20x2)	$40.00
Microsoft Excel Levels One, Two and Three ($20x3)	$60.00
CompTIA Project +	$68.00
Microsoft SharePoint Foundation 2010 - Level 1	$100.00
Microsoft SharePoint Foundation 2010 - Level 2	$100.00
Visio Levels One and Two ($20x2)	$40.00
AutoCAD Levels One and Two ($50.00x2)	$100.00
Total Textbook Cost (required and non-refundable)	**$518.00**
Exams (non-refundable)	**$575.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$7,375.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description

This Project oriented program includes a Project Management Professional PMI approved course along MS project and Excel. The combination of courses blends project management methodologies and computer applications for a well-rounded approach to Project Management.

Prerequisites

This course is designed for professionals Five years or more experience as a Project Manager and a high school diploma or equivalency is required

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Project Managers	Medical and Health Services Manager
Computer Systems Analyst	Management Analysis

Course Information

Hours: 101	Approximately 6 weeks of training	**Price:**	**$5,000.00**
Course		Hours	
Microsoft Project Levels One and Two		24	
Project Management Professional		35	
Microsoft Excel Levels One, Two and Three		42	
Price		**$4,770.00**	
Microsoft Project Levels One and Two ($20x2)		$40.00	
Project Management Professional		$55.00	
Microsoft Excel Levels One, Two and Three ($20x3)		$60.00	
Total Textbook Cost (required and non-refundable)		**$155.00**	
No Exams		**$0.00**	
Registration Fee (non-refundable)		**$75.00**	
Total Program Cost		**$5,000.00**	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Project Management Professional (PMI) Program
CRM ID: C56SoCal

General Course Description
This Project oriented program includes a Project Management Professional PMI approved course along with Visio, MS project, Excel and a Project Business Skills course. The combination of courses blends project management methodologies and computer applications for a well-rounded approach to Project Management.

Prerequisites
This course is designed for professionals Five years or more experience as a Project Manager and a high school diploma or equivalency is required

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Project Managers	Medical and Health Services Manager
Computer Systems Analyst	Management Analysis

Course Information

Hours: 307	Approximately 16 weeks of training	Price:	$6,600.00
Course		Hours	
CompTIA Project +		35	
Microsoft Project Levels One and Two		58	
Project Management Professional		102	
Visio Levels One and Two		16	
Microsoft Excel Levels One, Two and Three		72	
Project Management Fundamentals		24	
Price		$5,902.00	
CompTIA Project +		$68.00	
Microsoft Project Levels One and Two ($20x2)		$40.00	
Project Management Professional		$55.00	
Visio Levels One and Two ($20x2)		$40.00	
Microsoft Excel Levels One, Two and Three ($20x3)		$60.00	
Project Management Fundamentals		$10.00	
Total Textbook Cost (required and non-refundable)		$273.00	
Exam (non-refundable)		$350.00	
Registration Fee (non-refundable)		$75.00	
Total Program Cost		$6,600.00	

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

General Course Description

This Project oriented program includes Lean Six Sigma Green Belt training. Microsoft Project, which is a necessary tool for Project Management and Six Sigma Professionals, will be taught to the advanced level. Student will learn the basics of Lean Six Sigma and by the end will be able to apply Lean Six Sigma methodologies into a project. To earn Sigma Certification Students will need to complete a White Paper which implements Six Sigma Methodology into a project. Students will be awarded their belt from the instructor upon approval of the project. Students   will   learn   the PMBOK methods of Project Management.

Prerequisites

This course is designed for professionals with Five years or more experience as a Project Manager and a high school diploma or equivalency is required

Job Titles (Job Titles related to IT and Project Management Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

 Project Managers   Medical and Health Services Manager
 Computer Systems Analyst   Management Analysis

Course Information

Hours: 136	Approximately 7 weeks of training	Price:	$5,000.00
Course			Hours
Six Sigma Green Belt			21
Project Management Professional			35
Microsoft Project Levels One and Two			32
Microsoft Excel Levels One, Two and Three			48
Price			**$4,720.00**
Six Sigma Green Belt			$50.00
Project Management Professional			$55.00
Microsoft Project Levels One and Two $20x2)			$40.00
Microsoft Excel Levels One, Two and Three ($20x3)			$60.00
Total Textbook Cost (required and non-refundable)			**$205.00**
Exam (non-refundable)			**$0.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$5,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Project Management Professional / Six Sigma Lean Black Belt Training Program

CalJOBS# 11100511000002   CRM ID: P55SoCal

General Course Description

This Project oriented program includes a Project Management Professional PMI approved course along with Visio, Excel and a Project Business Skills course. The combination of courses blends project management methodologies and computer applications for a well-rounded approach to Project Management. Lean Six Sigma Green Belt and Black Belt training. Microsoft Project, which is a necessary tool for Project Management and Six Sigma Professionals, will be taught to the advanced level. Student will learn the basics of Lean Six Sigma and by the end will be able to apply Lean Six Sigma methodologies into a project.Students also will learn the PMBOK methods of Project Management.

Prerequisites
A High school diploma or equivalency is required

Job Titles (Job Titles related to Project Management and Six Sigma stretch Horizontally, they can vastly vary)

Course Information

Hours: 444	Approximately 23 weeks of training	Price:	$10,000.00
Course			Hours
Six Sigma Green Belt			21
Microsoft Project Levels One and Two			48
Project Management Professional			105
Six Sigma Lean Black Belt			35
Visio Levels One and Two			16
Microsoft Excel Levels One, Two and Three			72
Time Management or Organizational Skills			16
Project Management Fundamentals			24
Effective Presentations			16
Independent Study			91
Price			**$9,600.00**
Six Sigma Green Belt			$50.00
Microsoft Project Levels One and Two			$40.00
Project Management Professional			$55.00
Six Sigma Lean Black Belt			$50.00
Visio Levels One and Two			$40.00
Microsoft Excel Levels One, Two and Three			$60.00
Time Management or Organizational Skills			$10.00
Project Management Fundamentals			$10.00
Effective Presentations			$10.00
Total Textbook Cost (required and non-refundable)			**$325.00**
Exam (non-refundable)			**$0.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$10,000.00**

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General Course Description

Red Hat Certified Engineer (RHCSA) is a performance-based test that measures actual competency on live systems. Called the "crown jewel of Linux certifications," RHCSA proves an individual's ability to configure networking services and security on servers running a Red Hat OS. RHCSA was recently named the hottest certification in all of IT by CertCities.com

An introduction to fundamental end-user and administrative tools in Red Hat Enterprise Linux, designed for students with little or no command-line Linux or UNIX experience

For users of Linux (or UNIX) who want to start building skills in systems administration on Red Hat Enterprise Linux, to a level where they can attach and configure a workstation on an existing network.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

The RHCSA is designed for those wanting to prepare for professional responsibilities as a Linux systems administrator at the Technician level. You'll learn all the skills required to manage a Linux workstation and attach it to a corporate network, including configuration of client-side network services

Job Titles   (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Linux Administrator   Systems Administrator

Course Information

Hours: 268	Approximately 16 weeks of training	Price	$7,500.00
Course			Hours
Advanced Interpersonal Communication			20
Project Management Fundamentals			20
Organizational Skills			20
Time Management			23
CompTIA Linux+ (exam not included)			105
RH124 Red Hat System Administration I			40
RH135 Red Hat System Administration II with RHCSA Exam			40
Price			$7,317.00

Advanced Interpersonal Communication	$10.00
Project Management Fundamentals	$10.00
Organizational Skills	$10.00
Time Management	$10.00
CompTIA Linux+	$68.00
RH124 Red Hat System Administration I	$0.00
RH135 Red Hat System Administration II with RHCSA Exam	$0.00
Total Textbook Cost (required and non-refundable)	**$108.00**
RHCSA Exam included in the training (non-refundable)	**$0.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$7,500.00**

Red Hat Certified Systems Administrator (RHCE)
CalJOBS# 11100611000048   CRM ID: C68SoCal

General Course Description

Red Hat Certified Engineer (RHCE) is a performance-based test that measures actual competency on live systems. Called the "crown jewel of Linux certifications," RHCE proves an individual's ability to configure networking services and security on servers running a Red Hat OS. RHCE was recently named the hottest certification in all of IT by CertCities.com

An introduction to fundamental end-user and administrative tools in Red Hat Enterprise Linux, designed for students with little or no command-line Linux or UNIX experience

For users of Linux (or UNIX) who want to start building skills in systems administration on Red Hat Enterprise Linux, to a level where they can attach and configure a workstation on an existing network.

For Linux- and/or UNIX- systems administrators who want to build skills at configuring common network services and security administration using Red Hat Enterprise Linux. See complete details below.

Prerequisites
A High school diploma or equivalency is required.

Acquired Skills
RHCE is designed for those wanting to prepare for professional responsibilities as a Senior Administrator. You'll learn bash scripting and tools, file security, software management, network monitoring, route network traffic, secure network traffic, file sharing with NFS, Caching Only DNS Server, Troubleshooting Boot Process, etc.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

Systems Administrator   Linux Engineer   Systems Engineer

Course Information

Hours: 169	Approximately 8 weeks of training	Price	$7,500.00
Course		Hours	
CompTIA Linux+ (exam not included)		105	
CompTIA Cloud Essentials		24	
RH255 Red Hat System Administration III with RHCE Exam		40	
Price		$7,289.00	
CompTIA Linux+		$68.00	
CompTIA Cloud Essentials		$68.00	
RH255 Red Hat System Administration III with RHCE Exam		$0.00	
Total Textbook Cost (required and non-refundable)		$136.00	
RHCE Exam included in the training (non-refundable)		$0.00	
Registration Fee (non-refundable)		$75.00	
Total Program Cost		$7,500.00	

Red Hat Certified Engineer Standard

CalJOBS# 11100211000000   CRM ID: C67Socal

General Course Description

Red Hat Certified Engineer (RHCE) is a performance-based test that measures actual competency on live systems. Called the "crown jewel of Linux certifications," RHCE proves an individual's ability to configure networking services and security on servers running a Red Hat OS. RHCE was recently named the hottest certification in all of IT by CertCities.com An introduction to fundamental end-user and administrative tools in Red Hat Enterprise Linux, designed for students with little or no command-line Linux or UNIX experience. For users of Linux (or UNIX) who want to start building skills in systems administration on Red Hat Enterprise Linux, to a level where they can attach and configure a workstation on an existing network. For Linux- and/or UNIX-systems administrators who want to build skills at configuring common network services and security administration using Red Hat Enterprise Linux. See complete details below.

Audience

IT professionals who want to build user-level skills before learning Linux System and Network Administration.

Prerequisites

User-level experience with any computer system, including: use of mouse, use of menus and use of any graphical user interface and a high school diploma or equivalency is required

Acquired Skills designed for those wanting to prepare for professional responsibilities as a Linux systems administrator at the Technician level. You'll learn all the skills required to manage a Linux workstation and attach it to a corporate network, including configuration of client-side network services

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

   Linux system administrator

Course Information

Hours: 277	Approximately 14 weeks of training	Price:	$13,000.00
Course			Hours
CompTIA Linux+ (exam not included)			136
RH124 Red Hat System Administration I			40
RH135 Red Hat System Administration II with RHCSA Exam			40
CompTIA Cloud Essentials			21
RH255 Red Hat System Administration III with RHCE Exam			40
Price			**$12,789.00**
CompTIA Linux+			$68.00
RH124 Red Hat System Administration I			$0.00
RH135 Red Hat System Administration II with RHCSA Exam			$0.00
CompTIA Cloud Essentials			$68.00
RH255 Red Hat System Administration III			$0.00
Total Textbook Cost (required and non-refundable)			**$136.00**
RHCSA and RHCE Exams are included in the training (non-refundable)			**$0.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$13,000.00**

*It is the student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

Data Science   (Entry Level)

General Course Description
The need for IT departments and Business Units to monitor and analyze data is increasing daily.   There is currently an unprecedented demand for the skills required to manage and leverage large data sets into a competitive advantage. Our curriculum is designed to meet the expanding needs for data scientists who are skilled in the utilization of a unique blend of software and LEAN Six Sigma methodologies. Professionals completing our certificate program will understand how to automate methods of collecting and analyzing data and utilizing the findings to create a lean business environment along with discovering cost saving insights that can profoundly impact the success of any business.

Audience
This program is intended for entry level to professionals in a variety of industries and job roles who will help their organization understand and leverage massive amounts of diverse data they collect.

Prerequisites
High School Diploma for GED®

Acquired Skills
Students will master Excel from learning to navigate the User Interface to using the software for Data Mining, Machine learning and predictive analytics utilizing toolsets including SWL Server Analysis Services and Power Pivots and Pivot Tables.   Microsoft Access will be used to manage data including creating a new database, constructing tables, designing forms and reports. Students will be able to expand their knowledge of database design, write advanced queries, structure existing data, share data across applications, and customize reports. Students will create a basic report by connecting to a database and modifying the report's presentation. Information is critical to making sound business decisions. The Capstone of the program is a Lean Six Sigma Green Belt Course. In this course students will be introduced to Lean Six Sigma Principles and Terminology. They will learn the Roles and responsibilities of a Lean Six Sigma Organization.   The value of Stream Maps will be presented along with Assuring elimination of wastes and streamlining processes.   The DMAIC Method will be mastered to allow the students use along with the software tools to implement in any business setting.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

| Data Solutions Consultant | Marketing Data Analyst | Data Science Analyst | Research Analyst |
| Manager | Administrator | Project Manager | Marketing |

Course Information

Hours: 276	Approximately 14 weeks of training	Price:	$7,500.00
Course		Hours	
Microsoft Excel One Two and Three		60	
Microsoft Access Levels One and Two		96	
Crystal Reports Levels One and Two		64	
Lean Six Sigma Green Belt		21	
Data Analysis with Pivot Tables		7	
Data Analysis with Power Pivot		7	
55040 Data Mining, Predictive Analytics with Microsoft Analysis Services and Excel PowerPivot		21	
Price		$6,795.00	

Microsoft Excel One Two and Three ($20x3)	$60.00
Microsoft Access Levels One and Two ($20x2)	$40.00
Crystal Reports Levels One and Two ($65x2)	$130.00
Lean Six Sigma Green Belt	$50.00
Data Analysis with Pivot Tables	$50.00
Data Analysis with Power Pivot	$50.00
55040 Data Mining, Predictive Analytics with Microsoft Analysis Services and Excel PowerPivot	$250.00
Total Textbook Cost (required and non-refundable)	**$630.00**
No Exams	**$0.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$7,500.00**

*student's responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extensions must be approved by the Director of Education.

AWS CERTIFICATION PREP PROGRAM

O*Net 15-1142   15-1151   15-1143   11-3021   15-1152

General Course Description

This program begins with AWS Fundamentals, moves forward to Architecting on AWS and finishes with training for a SysOps Administrator.   Classes are delivered through our remote top rated On line Live Delivery by our "best in the world instructors." Students will also be given the additional On Line Anytime AWS training to reinforce the knowledge they gained in our live instructor led classes.

AWS certification is a level of Amazon Web Services cloud expertise that an IT professional obtains after passing one or more exams the public cloud provider offers. IT pros gain **AWS** certifications to demonstrate and validate technical cloud knowledge and skills.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn to reach customers with AWS. - Implement AWS storage and database services. - Optimize compute and network services. - Use AWS management tools. - Secure an AWS deployment. , working knowledge of distributed systems, familiarity with general networking concepts, working knowledge of multi-tier architectures, & familiarity with cloud computing concepts - Implement AWS storage and database services. - Optimize compute and network services. - Use AWS management tools. - Secure an AWS deployment.   Effective Communication and Interpersonal communication skills.   Basic Project Management skills.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

AWS Architect   Cloud Computing   AWS Operations   Cloud Administrator

Course Information

Hours: 144	Approximately 8 Weeks	Price	$6,000.00
Course			Hours
New Horizons Training for AWS Fundamentals			8
Architecting on AWS Certification – AWS Certified Solutions Architect – Associate			24
New Horizons Training for AWS: Systems Operations Certification – AWS Certified SysOps Administrator – Associate			32
On Line Training for Amazon Web Services Basic Series			40
On Line Training for Amazon Web Services Intermediate Series			40
Price			**$5,726.00**
New Horizons Training for AWS Fundamentals			$0.00
Architecting on AWS Certification – AWS Certified Solutions Architect – Associate			$0.00
New Horizons Training for AWS: Systems Operations Certification – AWS Certified SysOps Administrator – Associate			$199.00
Total Textbook Cost (required and non-refundable)			**$199.00**
Exam			**$510.00**
Registration Fee (non-refundable)			**$75.00**
Total Program Cost			**$6,000.00**

X¨*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education**.**

AMAZON WEB SERVICES PROGRAM
O*Net 15-1142   15-1151   15-1143   11-3021   15-1152

General Course Description

This program begins with a foundation of basic Cloud Essentials through CompTIA Official Training .   The Program continues with AWS Fundamentals, Architecting on AWS and finishes with training for a SysOps Administrator.   Classes are delivered through our remote top rated On line Live Delivery by our "best in the world instructors." Students will also be given the additional On Line Anytime AWS training to reinforce the knowledge they gained in our live instructor led classes.   Students are also trained in professional communication courses along with project management to assure our students who complete our program are trained to be well rounded IT Professionals.

AWS certification is a level of Amazon Web Services cloud expertise that an IT professional obtains after passing one or more exams the public cloud provider offers. IT pros gain **AWS** certifications to demonstrate and validate technical cloud knowledge and skills.

Prerequisites

A High school diploma or equivalency is required.

Acquired Skills

Students will learn to reach customers with AWS. - Implement AWS storage and database services. - Optimize compute and network services. - Use AWS management tools. - Secure an AWS deployment. , working knowledge of distributed systems, familiarity with general networking concepts, working knowledge of multi-tier architectures, & familiarity with cloud computing concepts - Implement AWS storage and database services. - Optimize compute and network services. - Use AWS management tools. - Secure an AWS deployment.   Effective Communication and Interpersonal communication skills.   Basic Project Management skills.

Job Titles (Job Titles related to IT Training stretch Horizontally, they can vastly vary, the list below is a sampling but not limited to)

AWS Architect   Cloud Computing   AWS Operations   Cloud Administrator

Course Information

Hours: 258	Approximately 13 Weeks	Price	$9850.00
Course			Hours
CompTIA Cloud			80
New Horizons Training for AWS Fundamentals			8
Architecting on AWS Certification – AWS Certified Solutions Architect – Associate			24
New Horizons Training for AWS: Systems Operations Certification – AWS Certified SysOps Administrator – Associate			32
On Line Training for Amazon Web Services Basic Series			40
On Line Training for Amazon Web Services Intermediate Series			40
Communication Strategies			18
Interpersonal Skills 3			8
Project Management Essentials			8
*TWO AWS Exam Vouchers and Exam Preps AWS-CSAA AWS-SAA 500			
Price			**$9,478.00**

CompTIA Cloud	$68.00
New Horizons Training for AWS Fundamentals	$0.00
Architecting on AWS Certification – AWS Certified Solutions Architect – Associate	$0.00
New Horizons Training for AWS: Systems Operations Certification – AWS Certified SysOps Administrator – Associate	$199.00
Communication Strategies	$10.00
Interpersonal Skills 3	$10.00
Project Management Essentials	$10.00
Total Textbook Cost (required and non-refundable)	**$297.00**
Exam	**$0.00**
Registration Fee (non-refundable)	**$75.00**
Total Program Cost	**$9,850.00**

*It is the student responsibility to take all certification exams within six months of completion of their original program completion date at that time, all exam vouchers expire. All extension must be approved by the Director of Education**.**

INDIVIDUAL COURSE ENROLLMENT

New Horizons Career Development Solutions offers our students many training options. In addition to our approved programs, BPPE "Registered" course offerings are available which include: individual classroom learning and Club memberships.

CLASSROOM LEARNING

As the foundation of Integrated Learning, the classroom experience is enriching, dynamic, and valuable for our students. Our traditional classroom delivery method includes instructor lecture and demonstration, followed by student practice through hands on labs.

DESKTOP APPLICATIONS

Program Name	Days of Instruction	Length of Instruction	Program Cost
Apple			
Mac Final Cut Pro	3	24 Hours	$ 1,185.00
Mac OS Support Essentials	3	24 Hours	$ 1,895.00
AutoCAD			
AutoCAD Level 1: Essentials	3	24 Hours	$ 1,495.00
AutoCAD Level 2: Intermediate	2	16 Hours	$ 1,195.00
AutoCAD Level 3: Creating and Presenting 3D Models	3	24 Hours	$ 1,495.00
Business Skills			
10 Soft Skills You Need	1	8 Hours	$ 395.00
Accounting Essentials	1	8 Hours	$ 395.00
Business Etiquette	1	8 Hours	$ 395.00
Business Writing	1	8 Hours	$ 395.00
Change Management	1	8 Hours	$ 395.00
Coaching and Mentoring	1	8 Hours	$ 395.00
Communication Strategies	1	8 Hours	$ 395.00
Conflict Resolution	1	8 Hours	$ 395.00
Creative Problem Solving	1	8 Hours	$ 395.00
Critical Thinking	1	8 Hours	$ 395.00
Customer Service	1	8 Hours	$ 395.00
Email Etiquette	1	8 Hours	$ 395.00
Employee Motivation	1	8 Hours	$ 395.00
Excellence in Service - Advanced	1	8 Hours	$ 395.00
Excellence in Service - Basic	1	8 Hours	$ 395.00
Facilitation Skills	1	8 Hours	$ 395.00
Grammar Essentials	1	8 Hours	$ 395.00
Handling a Difficult Customer	1	8 Hours	$ 395.00
Interpersonal Skills	1	8 Hours	$ 395.00
Leadership and Influence	1	8 Hours	$ 395.00
Negotiation Skills	1	8 Hours	$ 395.00
Organizational Skills	1	8 Hours	$ 395.00

Performance Management	1	8 Hours	$ 395.00
Personal Productivity	1	8 Hours	$ 395.00
Presentation Skills	1	8 Hours	$ 395.00
Project Management Skills for Non-Project Managers	1	8 Hours	$ 395.00
Public Speaking	1	8 Hours	$ 395.00
Salesforce.com - Sales Cloud for Sales Representatives	1	8 Hours	$ 395.00
Supervising Others	1	8 Hours	$ 395.00
Team Building for Managers	1	8 Hours	$ 395.00
Teamwork and Team Building	1	8 Hours	$ 395.00
Telephone Etiquette	1	8 Hours	$ 395.00
Time Management	1	8 Hours	$ 395.00
Accomplishing the Results You Want	3	24 Hours	$ 2,250.00
Becoming a Transformational Leader (CLD)	2	16 Hours	$ 1,500.00
Building Successful Work Relationships	3	24 Hours	$ 2,250.00
Communicating Across Your Organization	3	24 Hours	$ 2,250.00
Constructive Conflict Management	2	16 Hours	$ 1,500.00
Contemporary Leadership in a Complex World	2	16 Hours	$ 1,500.00
Critical Facilitation Skills for Leaders	2	16 Hours	$ 1,500.00
Developing Successful Interpersonal Skills	3	24 Hours	$ 2,250.00
Discovering Your Leadership Voice	2	16 Hours	$ 1,500.00
Effective Leadership through Coaching	3	24 Hours	$ 2,250.00
Evolving into the Manager Role	3	24 Hours	$ 2,250.00
Expanding Your Emotional Intelligence	3	24 Hours	$ 2,250.00
Extending Your Sphere of Influence	2	16 Hours	$ 1,500.00
Leadership Excellence for Senior Management	3	24 Hours	$ 2,250.00
Making the Right Decisions Under Pressure	2	16 Hours	$ 1,500.00
Managing Remote and Virtual Teams	2	16 Hours	$ 1,500.00
Mastering Positive Assertiveness	2	16 Hours	$ 1,500.00
Navigating The Modern Workforce - Diversity, Culture, Generations	2	16 Hours	$ 1,500.00
Prioritizing Your Time Effectively	2	16 Hours	$ 1,500.00
Providing Outstanding Customer Service	2	16 Hours	$ 1,500.00
Salesforce.com - Sales Cloud Administration Essentials	5	40 Hours	$ 3,750.00
Strategic Negotiation Skills	2	16 Hours	$ 1,500.00
The Art of Effective Presentations	3	24 Hours	$ 2,250.00
Thinking with Critical Insight	2	16 Hours	$ 1,500.00
Transitioning into Leadership for an IT Manager	3	24 Hours	$ 2,250.00
Writing for the Business Professional	2	16 Hours	$ 1,500.00
BA01 - Business Analysis Essentials	2	16 Hours	$ 1,395.00
BA02 - Strategic Business Analysis	2	16 Hours	$ 1,395.00
BA03 - Writing Effective Business Cases	2	16 Hours	$ 1,395.00
BA04 - Eliciting and Writing Effective Requirements	3	24 Hours	$ 1,995.00
BA05 - Process Modeling Using BPMN	2	16 Hours	$ 1,395.00

Course	Days	Hours	Price
BA06 - Managing and Communicating Requirements for Projects	2	16 Hours	$ 1,395.00
BA07 - Implementing an Agile Project	2	16 Hours	$ 1,395.00
BA08 - Agile for Business Analysts	2	16 Hours	$ 1,395.00
BA09 - Managing Requirements for SharePoint Projects	2	16 Hours	$ 1,395.00
BA10 - Understanding Root Cause Analysis	2	16 Hours	$ 1,395.00
BA17 - Advanced Root Cause Analysis	2	16 Hours	$ 1,395.00
BA20 - Business Process Improvement	2	16 Hours	$ 1,395.00
BA26 - Requirements Elicitation	2	16 Hours	$ 1,395.00
BA27 - Writing and Managing Effective Requirements	3	24 Hours	$ 1,995.00
BA28 - Requirements Analysis and Use Cases	2	16 Hours	$ 1,395.00
BA29 - User Acceptance Testing for Business Analysts	2	16 Hours	$ 1,395.00
BA30 – Foundations of Business Analysis	4	32 Hours	$ 2,660.00
BACP02 - Certified Business Analysis Professional (CBAP) Exam Preparation	4	32 Hours	$ 2,660.00
Databases			
Access 2013 - Part 1	2	16 Hours	$ 590.00
Access 2013 - Part 2	2	16 Hours	$ 590.00
Access 2016 - Part 1	2	16 Hours	$ 590.00
Access 2016 - Part 2	2	16 Hours	$ 590.00
Access 2019 - Part 1	2	16 Hours	$ 590.00
Access 2019 - Part 2	2	16 Hours	$ 590.00
Access 2013/2016 Programming with VBA	3	24 Hours	$ 1,185.00
Access for Office 365 - Part 1	2	16 Hours	$ 790.00
Access for Office 365 - Part 2	2	16 Hours	$ 790.00
Crystal Reports 2013 - Part 1	2	16 Hours	$ 990.00
Crystal Reports 2013 - Part 2	2	16 Hours	$ 990.00
Crystal Reports 2016 - Part 1	2	16 Hours	$ 990.00
Crystal Reports 2016 - Part 2	2	16 Hours	$ 990.00
Database Design - A Modern Approach	1	8 Hours	$ 395.00
Data Analysis using Power BI Desktop - Level 1	2	16 Hours	$ 990.00
Data Model Design using Power BI Desktop - Level 2	1	8 Hours	$ 595.00
Desktop Presentations			
PowerPoint 2013 - Part 1	1	8 Hours	$ 295.00
PowerPoint 2013 - Part 2	1	8 Hours	$ 295.00
PowerPoint 2016 - Part 1	1	8 Hours	$ 295.00
PowerPoint 2016 - Part 2	1	8 Hours	$ 295.00
PowerPoint for Office 365 - Part 1	1	8 Hours	$ 295.00
PowerPoint for Office 365 - Part 2	1	8 Hours	$ 295.00
Microsoft Office PowerPoint 2019 - Part 1	1	8 Hours	$ 295.00
Microsoft Office PowerPoint 2019 - Part 2	1	8 Hours	$ 295.00

Desktop/Web Publishing				
Adobe Acrobat Pro DC - Advanced	1	8 Hours	$	395.00
Adobe Acrobat Pro DC - Introduction	1	8 Hours	$	395.00
Adobe Captivate 2019 - Beyond The Essentials	2	16 Hours	$	790.00
Adobe Captivate 2019 - The Essentials	2	16 Hours	$	790.00
Adobe Dreamweaver CC - Part 1	2	16 Hours	$	790.00
Adobe Dreamweaver CC - Part 2	2	16 Hours	$	790.00
Adobe Illustrator CC - Part 1	2	16 Hours	$	790.00
Adobe Illustrator CC - Part 2	2	16 Hours	$	790.00
Adobe InDesign CC - Part 1	2	16 Hours	$	790.00
Adobe InDesign CC - Part 2	2	16 Hours	$	790.00
Adobe Photoshop CC - Part 1	2	16 Hours	$	790.00
Adobe Photoshop CC - Part 2	2	16 Hours	$	790.00
Microsoft Office Publisher 2016/2019	1	8 Hours	$	395.00
Publisher 2016/2019	1	8 Hours	$	395.00
Office 365 Web Apps (with Skype for Business)	1	8 Hours	$	295.00
Developer				
HTML5 - Content Authoring Fundamentals	1	8 Hours	$	395.00
HTML5 - Content Authoring with New and Advanced Features	1	8 Hours	$	395.00
Fundamentals				
Using Microsoft Windows 10	1	8 Hours	$	295.00
Google Application				
Google Analytics - Foundation	1	8 Hours	$	395.00
Using Google G Suite	1	8 Hours	$	395.00
Personal Productivity				
OneNote 2013	1	8 Hours	$	295.00
OneNote 2016	1	8 Hours	$	295.00
Outlook 2013 - Part 1	1	8 Hours	$	295.00
Outlook 2013 - Part 2	1	8 Hours	$	295.00
Outlook 2016 - Part 1	1	8 Hours	$	295.00
Outlook 2016 - Part 2	1	8 Hours	$	295.00
Outlook 2019 - Part 1	1	8 Hours	$	295.00
Outlook 2019 - Part 2	1	8 Hours	$	295.00
Microsoft Outlook for Office 365 - Part 1	1	8 Hours	$	295.00
Microsoft Outlook for Office 365 - Part 2	1	8 Hours	$	295.00
Project Management				
Project 2013 - Part 1	1	8 Hours	$	395.00

Course	Days	Hours	Price
Project 2013 - Part 2	1	8 Hours	$ 395.00
Project 2016 - Part 1	1	8 Hours	$ 395.00
Project 2016 - Part 2	1	8 Hours	$ 395.00
Project 2019 - Part 1	1	8 Hours	$ 395.00
Project 2019 - Part 2	1	8 Hours	$ 395.00
Project Management Essentials	3	24 Hours	$ 1,185.00
Project Management Fundamentals	1	8 Hours	$ 495.00
Project Communications and Stakeholder Management	2	16 Hours	$ 1,198.00
Project Management for Senior Managers	1	8 Hours	$ 599.00
Project Management Professional (PMP) Certification Preparation Course	5	40 Hours	$ 2,995.00
Project Risk Management	2	16 Hours	$ 1,190.00
Project Scope and Schedule Management	2	16 Hours	$ 1,190.00
Project Team Leadership	2	16 Hours	$ 1,190.00
Certified Associate in Project Management (CAPM) Course - Sixth Edition	4	32 Hours	$ 2,380.00
Combining PMBOK Guide Project Management Best Practices with Microsoft Project	4	32 Hours	$ 2,380.00
Visio 2016 - Part 1	1	8 Hours	$ 395.00
Visio 2016 - Part 2	1	8 Hours	$ 395.00
Visio Professional 2013 - Part 1	1	8 Hours	$ 395.00
Visio Professional 2013 - Part 2	1	8 Hours	$ 395.00
Six Sigma			
Lean Six Sigma Black Belt	5	40 Hours	$ 3,500.00
Lean Six Sigma Green Belt	4	32 Hours	$ 2,800.00
Spreadsheets			
Excel 2010 PowerPivot	1	8 Hours	$ 295.00
Excel 2013 - Part 1	1	8 Hours	$ 295.00
Excel 2013 - Part 2	1	8 Hours	$ 295.00
Excel 2013 - Part 3	1	8 Hours	$ 295.00
Excel 2013: Data Analysis with Pivot Tables	1	8 Hours	$ 295.00
Excel 2013: Data Analysis with Power Pivot	1	8 Hours	$ 295.00
Excel 2016 - Formulas and Charts	1	8 Hours	$ 295.00
Excel 2016 - Part 1	1	8 Hours	$ 295.00
Excel 2016 - Part 2	1	8 Hours	$ 295.00
Excel 2016 - Part 3	1	8 Hours	$ 295.00
Excel 2016 Formulas & Charts	1	8 Hours	$ 295.00
Excel 2016 Tables, Pivot Tables and Conditional Formatting	0.5	4 Hours	$ 195.00
Excel 2016/2019: Data Analysis with Pivot Tables	1	8 Hours	$ 295.00
Excel 2016/2019: Data Analysis with Pivot Tables	1	8 Hours	$ 295.00
Excel 2016: Formulas and Charts	1	8 Hours	$ 295.00
Excel 2016: Tables, Pivot Tables and Conditional Formatting	0.5	4 Hours	$ 195.00
Excel 2019 - Part 1	1	8 Hours	$ 295.00

Course	Days	Hours	Price
Excel 2019 - Part 2	1	8 Hours	$ 295.00
Excel 2019 - Part 2	1	8 Hours	$ 295.00
Excel 2019 - Part 3	1	8 Hours	$ 295.00
Microsoft Excel for Office 365 - Part 1	1	8 Hours	$ 295.00
Microsoft Excel for Office 365 - Part 2	1	8 Hours	$ 295.00
Microsoft Excel for Office 365 - Part 3	1	8 Hours	$ 295.00
Excel 2013/2016 Programming with VBA	3	24 Hours	$ 1,185.00
Data Analysis using Excel 2016 – Level 1	2	16 Hours	$ 990.00
Data Model Design Using Excel 2016 – Level 2	1	8 Hours	$ 495.00
Introduction to DAX for Excel 2016 Users – Level 3	2	16 Hours	$ 990.00
Word Processing			
Microsoft Word for Office 365 - Part 1	1	8 Hours	$ 295.00
Microsoft Word for Office 365 - Part 2	1	8 Hours	$ 295.00
Microsoft Word for Office 365 - Part 3	1	8 Hours	$ 295.00
Word 2013 - Part 1	1	8 Hours	$ 295.00
Word 2013 - Part 2	1	8 Hours	$ 295.00
Word 2013 - Part 3	1	8 Hours	$ 295.00
Word 2016 - Part 1	1	8 Hours	$ 295.00
Word 2016 - Part 2	1	8 Hours	$ 295.00
Word 2016 - Part 3	1	8 Hours	$ 295.00
Word 2019 - Part 1	1	8 Hours	$ 295.00
Word 2019 - Part 2	1	8 Hours	$ 295.00
Word 2019 - Part 3	1	8 Hours	$ 295.00
Additional Desktop Applications			
CyberSAFE Extended Edition 2019	1	8 Hours	$ 295.00
Microsoft Office 2016 - Transition from Office 2007/2010	1	8 Hours	$ 295.00
Get Going with QuickBooks	2	16 Hours	$ 790.00
Keep Going with QuickBooks	2	16 Hours	$ 790.00
Microsoft Power BI - Data Analysis Practitioner	2	16 Hours	$ 790.00
Microsoft Teams	1	8 Hours	$ 395.00
WordPress Fundamentals	2	16 Hours	$ 790.00
Cyber Secure Coder	3	24 Hours	$ 1,485.00
AIBIZ	1	8 Hours	$ 699.00
CertNexus IoTBIZ	1	8 Hours	$ 350.00

TECHNICAL TRAINING CLASSES

Program Name	Days of Instruction	Length of Instruction	Program Cost
Agile			
Introduction to Agile and Scrum Methodologies	1	8 Hours	$ 475.00
Introduction to Agile Project Management	1	8 Hours	$ 475.00
PMI Agile Certified Professional (PMI-ACP) Exam Preparation	3	24 Hours	$ 1,797.00
Agile Master Certified	3	24 Hours	$ 2,250.00
Agile Project Management Methodologies	2	16 Hours	$ 1,190.00
AWS			
Data Warehousing on AWS	3	24 Hours	$ 2,025.00
Developing on AWS	3	24 Hours	$ 2,025.00
AWS Advanced Solutions Architect	5	40 Hours	$ 3,495.00
AWS Solutions Architect	4	32 Hours	$ 2,796.00
AWS SysOps Administrator	4	32 Hours	$ 2,796.00
Fundamentals of AWS	1	8 Hours	$ 699.00
Azure			
AZ-103T00 - Microsoft Azure Administrator	4	32 Hours	$ 2,380.00
AZ-203 Developing Solutions for Microsoft Azure	5	40 Hours	$ 2,975.00
AZ-300 Azure Architect Technologies	5	40 Hours	$ 2,975.00
AZ-301 Azure Solutions Architect - Design	4	32 Hours	$ 2,380.00
AZ-400 Azure DevOps Engineer	5	40 Hours	$ 2,975.00
AZ-500T00 Microsoft Azure Security Technologies	4	32 Hours	$ 2,380.00
AZ-900T00 Microsoft Azure Fundamentals	2	16 Hours	$ 1,190.00
AZ-900T01 Microsoft Azure Fundamentals	1	8 Hours	$ 595.00
Cisco			
Cisco Designing for Cisco Internetwork Solutions v3.0 (DESGN)	5	40 Hours	$ 2,975.00
Cisco Configuring Cisco MDS 9000 Series Switches v3.1 (DCMDS)	4	32 Hours	$ 3,595.00
Cisco Implementing and Operating Cisco Data Center Core Technologies (DCCOR)	5	40 Hours	$ 4,495.00
Cisco Implementing and Operating Cisco Enterprise Network Core Technologies (ENCOR)	5	40 Hours	$ 3,995.00
Cisco Implementing Cisco Enterprise Advanced Routing and Services (ENARSI)	5	40 Hours	$ 3,995.00
Cisco Designing Cisco Enterprise Networks (ENSLD)	5	40 Hours	$ 3,995.00
Cisco Designing Cisco Enterprise Wireless Networks (ENWLSD)	5	40 Hours	$ 3,995.00
Cisco Implementing Cisco Enterprise Wireless Networks (ENWLSI)	5	40 Hours	$ 3,995.00
Cisco Understanding Cisco Wireless Fundamentals v1.0 (WLFNDU)	5	40 Hours	$ 3,995.00
Cisco Troubleshooting Cisco Data Center Infrastructure v7.0 (DCIT)	5	40 Hours	$ 4,495.00
Cisco Securing Cloud Deployments with Cisco Technologies v1.0 (SECCLD)	4	32 Hours	$ 3,595.00
Cisco Implementing Cisco Service Provider Next-Generation Core Network Services v1.0 (SPCORE)	5	40 Hours	$ 4,495.00

Course	Days	Hours	Price
Cisco Implementing Automation for Cisco Service Provider Solutions (SPAUI)	3	24 Hours	$ 2,695.00
Cisco Implementing and Operating Cisco Collaboration Core Technologies (CLCOR)	5	40 Hours	$ 3,995.00
Cisco Understanding Cisco Collaboration Foundations v1.0 (CLFNDU)	5	40 Hours	$ 3,995.00
Cisco Implementing Cisco Application Centric Infrastructure (DCACI)	5	40 Hours	$ 4,495.00
Cisco Implementing and Operating Cisco Security Core Technologies (SCOR)	5	40 Hours	$ 4,495.00
Cisco Implementing and Configuring Cisco® Identity Services Engine v3.0 (SISE)	5	40 Hours	$ 4,495.00
Cisco Securing Email with Cisco® Email Security Appliance v3.0 (SESA)	3	24 Hours	$ 2,695.00
Cisco Securing the Web with Cisco® Web Security Appliance v3.0 (SWSA)	2	16 Hours	$ 1,798.00
Cisco Configuring Cisco MDS 9000 Series Switches v3.1 (DCMDS)	4	32 Hours	$ 3,595.00
Cisco Configuring Cisco NX-OS Switches and Fabrics in the Data Center (DCCNX) v1.0	3	24 Hours	$ 2,695.00
Cisco Configuring Cisco Unified Computing System (DCCUCS)	3	24 Hours	$ 2,695.00
Cisco Designing Cisco Data Center Infrastructure v7.0 (DCID)	5	40 Hours	$ 4,495.00
Cisco Implementing and Administering Cisco Solutions v1.0 (CCNA)	5	40 Hours	$ 3,795.00
Cisco Implementing Cisco Edge Network Security Solutions v1.0 (SENSS)	5	40 Hours	$ 4,095.00
Cisco Implementing Cisco IP Telephony & Video, Part 1 v1.0 (CIPTV1)	5	40 Hours	$ 4,295.00
Cisco Implementing Cisco IP Telephony & Video, Part 2 v1.0 (CIPTV2)	5	40 Hours	$ 4,295.00
Cisco Implementing Cisco Secure Access Solutions (SISAS)	5	40 Hours	$ 3,795.00
Cisco Implementing Cisco Secure Mobility Solutions v1.0 (SIMOS)	5	40 Hours	$ 3,795.00
Cisco Deploying Basic Cisco Wireless LANs v1.2 (WDBWL)	3	24 Hours	$ 2,395.00
Cisco Implementing Advanced Cisco ASA Security v2.1 (SASAA)	5	40 Hours	$ 4,295.00
Citrix			
CMB-318 Citrix Virtual Apps and Desktops 7, App Layering, and WEM Administration (Fast-Track)	5	40 Hours	$ 6,000.00
CNS-219 Citrix ADC 12.x Traffic Management	2	16 Hours	$ 2,000.00
CNS-221 Citrix Gateway 12.x	2	16 Hours	$ 2,000.00
CNS-222 Citrix ADC 12.x Essentials and Citrix Gateway	5	40 Hours	$ 5,000.00
CNS-318 Citrix ADC 12.x Advanced Concepts – Secure Web Applications	3	24 Hours	$ 3,000.00
CNS-319 Citrix ADC 12.x Advanced Concepts - Management and Optimization	2	16 Hours	$ 2,000.00
CNS-420 Citrix Networking Assessment, Design, and Advanced Configuration	5	40 Hours	$ 5,000.00
CSF-201 Citrix Content Collaboration Enterprise Essentials	2	16 Hours	$ 2,000.00
CWS-215 Citrix Virtual Apps and Desktops 7 Administration On-Premises and In Citrix Cloud	5	40 Hours	$ 5,000.00
CWS-313 Citrix Virtual Apps and Desktops 7 Advanced Deployment, Troubleshooting, Security and Administration	3	24 Hours	$ 3,000.00
CWS-314 Citrix App Layering and WEM Administration	2	16 Hours	$ 2,000.00
CWS-315 Citrix Virtual Apps and Desktops 7 Advanced Administration	5	40 Hours	$ 5,000.00
CWS-316 Citrix Provisioning 7 Administration	2	16 Hours	$ 2,000.00
CXD-105 Citrix XenApp and XenDesktop 7.1x Help Desk Support	2	16 Hours	$ 2,000.00
CXD-252 Moving to the Citrix Virtual Apps and Desktops Service on Citrix Cloud with Microsoft Azure	5	40 Hours	$ 5,000.00
CompTIA			
CompTIA A+ - Part 1	5	40 Hours	$ 2,475.00

CompTIA A+ - Part 2	5	40 Hours	$ 2,475.00
CompTIA A+ Certification (Exams 220-1001 and 220-1002)	5	40 Hours	$ 2,475.00
CompTIA Cloud Essentials Certification	3	24 Hours	$ 1,485.00
CompTIA Cloud+ Certification	5	40 Hours	$ 2,475.00
CompTIA IT Fundamentals+	5	40 Hours	$ 2,475.00
CompTIA Linux+ Certification	5	40 Hours	$ 2,475.00
CompTIA Network+ Certification	5	40 Hours	$ 2,475.00
CompTIA Project+ Certification	5	40 Hours	$ 2,475.00
CompTIA Security+ Certification	5	40 Hours	$ 2,475.00
CompTIA Penetration Tester+ (PenTest+) Certification	5	40 Hours	$ 2,975.00
CompTIA Server+ Certification	5	40 Hours	$ 2,975.00
CompTIA Advanced Security Practitioner (CASP+)	5	40 Hours	$ 3,295.00
CompTIA Cybersecurity Analyst (CySA+) Certification	5	40 Hours	$ 2,475.00
DevOps			
DevOps Continuous Delivery Architect (CDA)	2	16 Hours	$ 1,495.00
DevOps Foundation	2	16 Hours	$ 1,495.00
DevOps Leader (DOL)	2	16 Hours	$ 1,495.00
DevOps Test Engineering (DTE)	2	16 Hours	$ 1,495.00
DevSecOps Engineering (DSOE)	2	16 Hours	$ 1,495.00
EC-Council			
EC-Council Certified Chief Information Security Officer (C|CISO)	4	32 Hours	$ 2,716.00
EC-Council Certified Ethical Hacker (CEH)	5	40 Hours	$ 3,395.00
EC-Council Certified Network Defender	5	40 Hours	$ 3,395.00
EC-Council Computer Hacking Forensics Investigator (CHFI)	5	40 Hours	$ 3,395.00
Exchange			
20341 Core Solutions of Microsoft Exchange Server 2013	5	40 Hours	$ 2,975.00
20342 Advanced Solutions of Microsoft Exchange Server 2013	5	40 Hours	$ 2,975.00
20345-1 Administering Microsoft Exchange Server 2016/2019	5	40 Hours	$ 2,975.00
20345-2 Designing and Deploying Microsoft Exchange Server 2016/2019	5	40 Hours	$ 2,975.00
Google			
Architecting with Google Cloud Platform - Design and Process	2	16 Hours	$ 1,495.00
Architecting with Google Compute Engine	3	24 Hours	$ 1,995.00
Architecting with Google Kubernetes Engine	3	24 Hours	$ 1,995.00
Google Cloud Platform Fundamentals - Core Infrastructure	1	8 Hours	$ 599.00
ITIL			
ITIL 4 Awareness	1	8 Hours	$ 795.00
ITIL 4 Create, Deliver and Support (CDS)	3	24 Hours	$ 2,385.00

Course	Level	Hours	Price
ITIL 4 Direct, Plan and Improve (DPI)	3	24 Hours	$ 2,385.00
ITIL 4 Drive Stakeholder Value (DSV)	3	24 Hours	$ 2,385.00
ITIL 4 Foundation	2	16 Hours	$ 1,695.00
ITIL 4 Managing Professional Transition	5	40 Hours	$ 3,975.00
ITIL Expert - Managing Across the Lifecycle (MALC)	5	40 Hours	$ 3,870.00
ITIL Foundation Certification (2011 Lifecycle Edition)	3	24 Hours	$ 1,995.00
ITIL Intermediate Capabilities - Operational Support and Analysis	5	40 Hours	$ 3,325.00
ITIL Intermediate Capabilities - Planning Protection & Optimization	5	40 Hours	$ 3,095.00
ITIL Intermediate Capabilities - Release Control & Validation	5	40 Hours	$ 3,095.00
ITIL Intermediate Capabilities - Service Offerings and Agreements	5	40 Hours	$ 3,095.00
ITIL Intermediate Lifecycle - Continual Service Improvement	4	32 Hours	$ 2,595.00
ITIL Intermediate Lifecycle - Service Design	4	32 Hours	$ 2,595.00
ITIL Intermediate Lifecycle - Service Operations	4	32 Hours	$ 2,595.00
ITIL Intermediate Lifecycle - Service Strategy	4	32 Hours	$ 2,595.00
ITIL Intermediate Lifecycle - Service Transition	4	32 Hours	$ 2,595.00
ITIL Practitioner Certification	2	16 Hours	$ 1,950.00
Micorosoft Programming/Web			
10266 Programming in C# with Microsoft Visual Studio 2010	5	35 Hours	$ 2,975.00
10267 Introduction to Web Development with Microsoft Visual Studio 2010	5	40 Hours	$ 2,975.00
10550 Programming in Visual Basic with Microsoft Visual Studio 2010	5	35 Hours	$ 2,975.00
10975 Introduction to Programming	5	40 Hours	$ 2,975.00
20480 Programming in HTML5 with JavaScript and CSS3	5	40 Hours	$ 2,975.00
20483C Programming in C#	5	40 Hours	$ 2,975.00
20486 Developing ASP.NET Core MVC Web Applications	5	40 Hours	$ 2,975.00
20487 Developing Windows Azure and Web Services	5	40 Hours	$ 2,975.00
Microsoft MD/MS			
MD-100 - Windows 10	5	40 Hours	$ 2,975.00
MD-101 Managing Modern Desktops	5	40 Hours	$ 2,975.00
MS-030T00 Office 365 Administrator	5	40 Hours	$ 2,975.00
MS-100 Microsoft 365 Identity and Services	5	40 Hours	$ 2,975.00
MS-101 Microsoft 365 Mobility and Security	5	40 Hours	$ 2,975.00
MS-101T00 Microsoft 365 Mobility and Security	5	40 Hours	$ 2,975.00
MS-200 Planning and Configuring a Messaging Platform	5	40 Hours	$ 2,975.00
MS-201 Implementing a Hybrid and Secure Messaging Platform	4	32 Hours	$ 2,380.00
MS-301 Deploying SharePoint Server Hybrid	5	40 Hours	$ 2,975.00
MS-500 Microsoft 365 Security Administrator	4	32 Hours	$ 2,380.00
MS-700T00 Microsoft 365 Teams Administrator	5	40 Hours	$ 2,975.00
MS-900T01 Microsoft 365 Fundamentals	1	8 Hours	$ 595.00
Microsoft Sharepoint			

20339-1 Planning and Administering SharePoint 2016	5	40 Hours	$ 2,975.00
20339-2 Advanced Technologies of SharePoint 2016	5	40 Hours	$ 2,975.00
20488 Developing Microsoft SharePoint 2013 Core Solutions	5	40 Hours	$ 2,975.00
20489 Developing Microsoft SharePoint 2013 Advanced Solutions	5	40 Hours	$ 2,975.00
55033 SharePoint 2013 Site Collection and Site Administration	5	40 Hours	$ 2,975.00
55035 Microsoft SharePoint Server 2013 for the Site Owner/Power User	2	16 Hours	$ 1,190.00
55049 PowerPivot, Power View and SharePoint 2013 Business Intelligence Center for Analysts	2	16 Hours	$ 1,190.00
55066 PowerShell for SharePoint Administrators	1	8 Hours	$ 595.00
55157 SharePoint 2016 Business Intelligence	3	24 Hours	$ 1,785.00
55197 Microsoft SharePoint Server 2016 for the Site Owner/Power User	2	16 Hours	$ 1,190.00
55215 SharePoint Online Power User	4	32 Hours	$ 2,380.00
55234 SharePoint 2016 Site Collections and Site Owner Administration	5	40 Hours	$ 2,975.00
55238 SharePoint Online for Administrators	3	24 Hours	$ 1,785.00
Microsoft SQL			
SQL Querying Fundamentals - Part 1	1	8 Hours	$ 495.00
SQL Querying Fundamentals - Part 2	1	8 Hours	$ 495.00
10985 Introduction to SQL Databases	3	24 Hours	$ 1,785.00
10986 Upgrading Your Skills to SQL Server 2016	3	24 Hours	$ 1,785.00
10987 Performance Tuning and Optimizing SQL Databases	4	32 Hours	$ 2,380.00
10988 Managing SQL Business Intelligence Operations	3	24 Hours	$ 1,785.00
10990 Analyzing Data with SQL Server Reporting Services	5	40 Hours	$ 2,975.00
10998 Updating Your Skills to SQL Server 2017	2	16 Hours	$ 1,190.00
20461 Querying Microsoft SQL Server	5	40 Hours	$ 2,975.00
20462 Administering Microsoft SQL Server Databases	5	40 Hours	$ 2,975.00
20463 Implementing a Data Warehouse with Microsoft SQL Server	5	40 Hours	$ 2,975.00
20464 Developing Microsoft SQL Server Databases	5	40 Hours	$ 2,975.00
20465 Designing Solutions for Microsoft SQL Server 2014	3	24 Hours	$ 1,785.00
20466 Implementing Data Models and Reports with Microsoft SQL Server	5	40 Hours	$ 2,975.00
20467 Designing Business Intelligence Solutions with Microsoft SQL Server 2014	5	40 Hours	$ 2,975.00
20761 Querying Data with Transact SQL	5	40 Hours	$ 2,975.00
20762 Developing SQL Databases	5	40 Hours	$ 2,975.00
20764 Administering a SQL Database Infrastructure	5	40 Hours	$ 2,975.00
20765 Provisioning SQL Databases	5	40 Hours	$ 2,975.00
20767 Implementing a SQL Data Warehouse	5	40 Hours	$ 2,975.00
20768 Developing SQL Data Models	3	24 Hours	$ 1,785.00
55073 Master Data Services, Data Quality Services with SQL 2012-2014 and Excel	3	24 Hours	$ 1,785.00
55232 Writing Analytical Queries for Business Intelligence	3	24 Hours	$ 1,785.00
Microsoft Sytstem Center			
10748 Deploying System Center 2012 Configuration Manager	3	24 Hours	$ 1,785.00
10964 Cloud & Datacenter Monitoring with System Center Operations Manager	5	40 Hours	$ 2,975.00

Course			
10965 IT Service Management with System Center Service Manager	5	40 Hours	$ 2,975.00
10981 Infrastructure Provisioning with System Center Virtual Machine Manager	5	40 Hours	$ 2,975.00
20703-1 Administering System Center Configuration Manager	5	40 Hours	$ 2,975.00
20703-2 Integrating Cloud Services with System Center Configuration Manager	2	16 Hours	$ 1,190.00
20745B Implementing a Software-Defined DataCenter Using System Center Virtual Machine Manager	5	40 Hours	$ 2,975.00
55007 System Center 2012 Orchestrator	3	24 Hours	$ 1,785.00
55133 PowerShell for System Center Configuration Manager Administrators	3	24 Hours	$ 1,785.00
Microsoft Windows Server			
10967 Fundamentals of a Windows Server Infrastructure	5	40 Hours	$ 2,975.00
10969 Active Directory Services with Windows Server	5	40 Hours	$ 2,975.00
10972 Administering the Web Server (IIS) Role of Windows Server	5	40 Hours	$ 2,975.00
10991 Troubleshooting Windows Server 2016 Core Technologies	5	40 Hours	$ 2,975.00
20410 Installing and Configuring Windows Server 2012	5	40 Hours	$ 2,975.00
20411 Administering Windows Server 2012	5	40 Hours	$ 2,975.00
20412 Configuring Advanced Windows Server 2012 Services	5	40 Hours	$ 2,975.00
20413 Designing and Implementing a Server Infrastructure	5	40 Hours	$ 2,975.00
20414 Implementing an Advanced Server Infrastructure	5	40 Hours	$ 2,975.00
20740 Installation, Storage, and Compute with Windows Server 2016	5	40 Hours	$ 2,975.00
20741 Networking with Windows Server 2016	5	40 Hours	$ 2,975.00
20742 Identity with Windows Server 2016	5	40 Hours	$ 2,975.00
20743 Upgrading Your Skills to Windows Server 2016 MCSA	5	40 Hours	$ 2,975.00
20744 Securing Windows Server 2016	5	40 Hours	$ 2,975.00
55021 Configuring and Administering Hyper-V in Windows Server 2012	3	24 Hours	$ 1,785.00
Microsoft Writing Report			
55123 Writing Reports with Report Builder and SSRS Level 1	2	16 Hours	$ 1,190.00
55128 Writing Reports with Report Builder and SSRS Level 2	2	16 Hours	$ 1,190.00
55170 Writing Reports with Report Designer and SSRS 2016 Level 2	2	16 Hours	$ 1,190.00
55204 Writing Reports with Report Designer and SSRS 2014 Level 1	2	16 Hours	$ 1,190.00
Microsoft Additional Tech Courses			
10961 Automating Administration with Windows PowerShell	5	40 Hours	$ 2,975.00
10962 Advanced Automated Administration with Windows PowerShell	3	24 Hours	$ 1,785.00
10982 Supporting and Troubleshooting Windows 10	5	40 Hours	$ 2,975.00
10994 Data Analysis Fundamentals using Excel	2	16 Hours	$ 1,190.00
10997 Office 365 Administration	3	24 Hours	$ 1,785.00
20334 Core Solutions of Microsoft Skype for Business 2015	5	40 Hours	$ 2,975.00
20415 Implementing a Desktop Infrastructure	5	40 Hours	$ 2,975.00
20694 Virtualizing Enterprise Desktops and Apps	5	40 Hours	$ 2,975.00
20778 Analyzing Data with Power BI	3	24 Hours	$ 1,785.00
20779 Analyzing Data with Excel	3	24 Hours	$ 1,785.00

Course			
40032 Networking and Security Fundamentals	5	40 Hours	$ 2,975.00
40364 Database Administration Fundamentals	3	24 Hours	$ 1,785.00
40368 Mobility & Devices Fundamentals	3	24 Hours	$ 1,785.00
40369 Cloud Fundamentals	3	24 Hours	$ 1,785.00
50255 Managing Windows Environments with Group Policy	5	40 Hours	$ 2,975.00
55054 Mastering Microsoft Project 2013	3	24 Hours	$ 1,785.00
55187 Linux System Administration	4	32 Hours	$ 2,380.00
55202 PowerShell 5.0 and Desired State Configuration	2	16 Hours	$ 1,190.00
55205 Mastering Microsoft Project 2016	3	24 Hours	$ 1,785.00
55265 Microsoft PowerApps	2	16 Hours	$ 1,190.00
55268 Microsoft Flow	1	8 Hours	$ 595.00
Oracle			
Oracle 12c - PL/SQL Fundamentals	5	40 Hours	$ 2,695.00
Oracle 12c Administration I	5	40 Hours	$ 3,250.00
Oracle 12c Administration II	5	40 Hours	$ 3,250.00
Oracle 12c SQL Fundamentals	5	40 Hours	$ 3,250.00
Oracle Database 12c - PL/SQL III - Advanced Programming & Tuning	5	40 Hours	$ 2,695.00
Palo Alto Networks			
Palo Alto Networks - Firewall Essentials - Configuration and Management v9.0 (EDU-210)	5	40 Hours	$ 4,995.00
Palo Alto Networks - Firewall Optimizing Firewall Threat Prevention V9.0 (EDU-214)	4	32 Hours	$ 3,995.00
Palo Alto Networks - Firewall Troubleshooting v9.0 (EDU-330)	3	24 Hours	$ 2,995.00
Palo Alto Networks - Panorama™ Managing Firewalls at Scale v9.0 (EDU-220)	2	16 Hours	$ 1,995.00
Programing			
Cyber Secure Coder	3	24 Hours	$ 1,485.00
Python			
Python Programming - Advanced	3	24 Hours	$ 1,785.00
Python Programming - Introduction	2	16 Hours	$ 1,190.00
Python With Data Science	2	16 Hours	$ 1,190.00
Python 3 Essentials	5	40 Hours	$ 3,495.00
Data Wrangling with Python	3	24 Hours	$ 1,785.00
Red Hat			
Red Hat RHCSA Rapid Track Course (RH199)	4	32 Hours	$ 3,700.00
Red Hat RHCSA Rapid Track Course with Exam (RH200)	5	40 Hours	$ 3,895.00
Red Hat System Administration I (RH124)	5	40 Hours	$ 3,400.00
Red Hat System Administration II (RH134)	4	32 Hours	$ 3,400.00
Red Hat System Administration II with RHCSA Exam (RH135)	5	40 Hours	$ 3,610.00
Red Hat System Administration III - Linux Automation (RH294)	4	32 Hours	$ 3,400.00

Scrum			
Scrum Developer Certified	2	16 Hours	$ 1,495.00
Scrum Master	2	16 Hours	$ 1,495.00
Scrum Product Owner	2	16 Hours	$ 1,495.00
Security			
CCSE R80.20 Check Point Cyber Security Engineering	3	24 Hours	$ 3,000.00
Certified Application Security Engineer (CASE).NET	3	24 Hours	$ 2,097.00
Certified Artificial Intelligence (AI) Practitioner	5	40 Hours	$ 3,475.00
Certified Information Security Manager (CISM)	3	24 Hours	$ 1,995.00
Certified Information Systems Auditor (CISA)	5	40 Hours	$ 3,475.00
Certified Information Systems Security Professional (CISSP)	5	40 Hours	$ 3,395.00
Certified Internet of Things (IoT) Practitioner	3	24 Hours	$ 2,085.00
Certified Internet of Things (IoT) Security Practitioner	3	24 Hours	$ 2,085.00
Certified Cloud Security Professional (CCSP)	5	40 Hours	$ 4,549.00
Check Point Cyber Security Administrator and Engineering Bundle (CCSA+CCSE R80.20)	5	40 Hours	$ 5,000.00
Check Point Software - Check Point Certified Security Admin R80.20 (CCSA)	3	24 Hours	$ 3,000.00
Sharepoint			
Microsoft SharePoint 2013 - Site Administrator	1	8 Hours	$ 495.00
Microsoft SharePoint 2013 - Site Owner	1	8 Hours	$ 495.00
Microsoft SharePoint 2013 - Site User	1	8 Hours	$ 495.00
Microsoft SharePoint 2016 - Advanced Site Owner with Workflow Administration	1	8 Hours	$ 495.00
Microsoft SharePoint 2016 - Site Owner	1	8 Hours	$ 495.00
Microsoft SharePoint 2016 - Site User	1	8 Hours	$ 495.00
Microsoft SharePoint Designer 2013	1	8 Hours	$ 495.00
SharePoint - Advanced Site Owner	1	8 Hours	$ 495.00
SharePoint - Site Owner with Microsoft Forms and Flow	1	8 Hours	$ 495.00
SharePoint - Site User	1	8 Hours	$ 495.00
VMWare			
VMware Cloud™ on AWS - Deploy and Manage	3	24 Hours	$ 2,550.00
VMware Horizon 7 - Install, Configure, Manage	5	40 Hours	$ 4,250.00
VMware vSphere: Install, Configure, Manage	5	40 Hours	$ 4,625.00
Additional Tech Courses			
Cyber Secure Coder	3	24 Hours	$ 1,485.00
CyberSec First Responder™ (Exam CFR-310)	5	40 Hours	$ 2,975.00
Introduction to .NET Core Frameworks	2	16 Hours	$ 1,190.00
Tableau Desktop - Part 1	2	16 Hours	$ 1,190.00
Tableau Desktop - Part 2	2	16 Hours	$ 1,190.00

Course			
Team Foundation Server 2017 Developer Foundations	2	16 Hours	$ 1,190.00
Administering Team Foundation Server 2017	3	24 Hours	$ 2,095.00
Advanced Java 9	4	32 Hours	$ 2,796.00
Android Studio Development Essentials	5	40 Hours	$ 3,495.00
Application Lifecycle Management Using Visual Studio 2019	3	24 Hours	$ 1,785.00
CRISC Certified in Risk and Information Systems Control	3	24 Hours	$ 2,037.00
Introduction to Java 9	5	40 Hours	$ 3,495.00
Introduction to R Programming	2	16 Hours	$ 1,190.00
iOS App Development Essentials	5	40 Hours	$ 3,495.00
JavaScript Essentials with jQuery	5	40 Hours	$ 3,495.00
Learning Git and GitHub	2	16 Hours	$ 1,495.00
MS-300 Deploying Microsoft 365 Teamwork	5	40 Hours	$ 2,975.00
COBIT 2019 Foundation	2	16 Hours	$ 1,330.00
NCSF Foundation	1	8 Hours	$ 995.00
NCSF Practitioner	4	32 Hours	$ 3,295.00
PRINCE2 Foundation	3	24 Hours	$ 2,385.00
Angular 6 Essentials	3	24 Hours	$ 1,995.00
Certified Information Privacy Professional CIPP/US	2	16 Hours	$ 2,595.00

Non-Discrimination Policy

New Horizons Career Development Solutions is committed to providing a learning environment that is free of discrimination. Equal opportunity will be extended to all persons in all aspects of our Program. New Horizons Career Development Solutions will not discriminate against a student because of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, sex stereotyping, transgender status, and gender identity), national origin, ancestry, age, marital status, physical or mental disability, medical condition, political affiliation or belief. If a student believes they are being discriminated against, they should report the facts of the incident to the Instructor, the Education Consultant, or the Site Manager in writing (see Grievance Procedures)

Drug Free Campus

In accordance with the Drug-Free Schools and Communities Act, Public Law 101-226, New Horizons Career Development Solutions is a drug and alcohol free school. Student use of alcohol or the manufacture, distribution, dispensing, or use of a controlled substance on school property, or while participating in school related activities, is prohibited. Students who violate this policy are subject to disciplinary action, which could include termination from the program. A detailed copy of this policy is provided to all current students.

"Notice Concerning Transferability Of Credits And Credentials Earned At Our Institution"

"The transferability of credits you earn at New Horizons Career Development Solutions is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the Course, or Certification you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer.   If the Course, Certificate or Certification that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending New Horizons Career Development Solutions to determine if your Course, Certificate or Certification will transfer."

Articulations Agreements with Universities or Colleges

New Horizons Career Development Solutions does not have an articulation or transfer agreement with any other college or university.

New Horizons Career Development Solutions courses, programs and certificates are not accredited by an accrediting agency recognized by the United States Department of Education.

Student Records Reporting and Confidentiality

Students have a right to any and all of their personal records which our school maintains for the sole purpose of monitoring progress during their enrollment at New Horizons Career Development Solutions. This includes attendance, personal information, and entrance testing results. New Horizons Career Development Solutions is obligated by various government regulatory entities to use the student records as a whole to report performance statistics related to enrollments. Because of the confidentiality of student records, New Horizons Career Development Solutions does not give out student information without proper authorization. The only individuals who have proper authorization without written permission from the student are as follows:

- New Horizons Career Development Solutions Staff
- Authorized Consumer Affairs representatives
- Authorized CSAAVE representatives
- The student

If a student wishes a printout of their transcript, they will need to visit the school in person and fill out a REQUEST FOR STUDENT RECORD FORM. The student will also need to return in person in order to pick up a copy of their transcript. The school does not mail any transcripts or certifications directly to the student. All student records are stored in a location only assessable by approved staff of New Horizons Career Development Solutions Student transcripts are saved and permanently maintained electronically at our main campus permanently.

New Horizons Career Development Solutions is a Non-Resident Campus

New Horizons Career Development Solutions does not assist a student in finding housing. There are no dormitory facilities under New Horizons Career Development Solutions control. The cost range of housing in the area of the school is between $1600 and $2000 per month for a one bedroom apartment. New Horizons Career Development Solutions takes no responsibility to find or assist a student in finding housing.

SCHOOL GOVERNING BODY, ADMINISTRATORS AND FACULTY

Kevin M. Landry CEO	• 13 years at New Horizons Career Development Solutions • BA NAU • MBA National University
Cindy Sutherland VP of Career Development	• 12 years at New Horizons Career Development Solutions • BA CSUF • MASTERS CSUDH
Ryan M Landry VP of Sales and General Manger	• 11 years at New Horizons Career Development Solutions • BA Chapman University • MASTERS MIT (2017)
Vic Emurian COO	• 12 years at New Horizons Career Development Solutions • BA CSUF
Vic Emurian CFO	• 12 years at New Horizons Career Development Solutions • BA CSUF
Laura Noid VP of Employer Experience	• 9 years at New Horizons Career Development Solutions • BA University of Texas
Jeremy Janov Guidance Counselor	• 13 years at New Horizons Career Development Solutions • BA University of Phoenix

VA Certifying Officials

Jeremy Janov
Cindy Sutherland
Edith Silva
Ellen Wallace
Gayane Arutyunyan
Braden Wayment

School Locations: Computer and Technology Training Services Delivered at the following locations.

Anaheim Campus:	1900 S State College Blvd., Suite 100 Anaheim, CA 92806 (714) 221-3100
Burbank Campus:	333 N Glen Oaks Blvd., Suite 400 Burbank, CA 91502 (818) 333-4600
Gardena Campus:	1515 West 190th Street, Suite 430 Gardena, CA 90248 (310) 342-3500
San Diego Campus:	7480 Miramar Road Bldg. B, Suite 202 San Diego, CA 92126 (858) 880-2200
Sacramento Campus	1750 Creekside Oaks Drive, Suite 150 Sacramento, CA 95833 (916) 609-4700

*Training Purchased at the Anaheim, Burbank, Gardena, San Diego Centers and Sacramento may be taken at any of these 5 centers.

Courses also available online.

Instructional Facilities

Site	Square Footage	# Classrooms	Maximum Room Capacity	Classroom Capacity	Testing Room Capacity	Break Room Capacity
Anaheim	17,903	9	22	185	6	30
Burbank	6,560	5	18	86	1	8
Gardena	2,586	2	28	56	0	0
San Diego	15,794	7	32	120	3	17
Sacramento	7,651	5	32	118	4	12

ADMISSIONS PROCESS

- "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"

- When a prospective student contacts New Horizons Career Development Solutions to inquire about our training, an Education Consultant will discuss our offerings with the student and an invitation is extended to attend an evaluation class and a tour. This evaluation class is generally a 4-hour Software Applications class. The evaluation class allows the student to sample a half a day of training without any further obligation.

- An Education Consultant will meet with the student to discuss their individual training interests. An appointment will be made to take the entrance exam. The Education Counselor will discuss the exam results with the candidate. It is determined at this time whether a student has the required prerequisite knowledge, and ability to be successful in the chosen program.

- An interview may also be used to determine the viability of a candidate. Education Advisors will conduct interviews. *Additional interviews may be required in certain situations.* Student interviews assess employment history, educational background, and relevant skills. Interview results are used to determine the candidate's ability to be successful in the desired program.   Upon successful completion of assessments and interviews, a candidate may request enrollment.

- All enrolling students will read and sign a *Contractual Enrollment Agreement*: and the *Students Right to Cancel Notification along with reviewing the School Performance Fact Sheet.* These documents outline the items included in the program, cost, cancellation grace period, withdrawal, and refund policies.

- Each program has requirements listed for the given program

- A High School Diploma or equivalency is required for enrollment

- Students enrolling in Distance Learning Modalities will be required to pass an assessment prior to enrolling in courses.*

- Students enrolling in Distance Learning Online Anytime Classes will receive Learning Materials within SEVEN days of enrollment

- All instructor evaluations and response will be made within FIVE business days.

- Pursuant to the Rehabilitation Act of 1973 (Section 504) and the 1990 Americans With Disabilities Act (ADA), New Horizons Learning Centers will provide reasonable and individualized academic modifications for students who have provided proper documentation outlining their disabilities and have requested reasonable and appropriate accommodations.

- Classroom accommodations are not retroactive, but are effective only after the request has been made, the documentation has been received and the school has had an opportunity to address the request and/or accommodation. Therefore, if you have a disability, it is your responsibility to seek available assistance and make your needs known at the time of enrollment or as the need arises due to disability. Students are encouraged to request accommodations as early as feasible with the school to allow for time to gather necessary documentation and consider reasonable accommodations. Students cannot wait until after completing a course or activity or receiving a poor grade to request services and then expect a grade change or opportunity to retake the course.

- Although accommodations cannot be provided which would fundamentally alter the nature of the program, cause undue hardship on the school, or jeopardize the health, safety or learning environment of others, reasonable accommodations can be provided to specifically address the fundamental limitations of the student's specific disability.

 *VA Chapter 30, 33, 35, 1606, and 1607 Funded Students May Not use Distance Learning Modalities for Educational Clock Hours

Course Hours

New Horizons Career Development Solutions courses are scheduled conveniently. Classes are available during the weekdays, and some evenings and Saturdays. Classes are scheduled frequently to allow students the flexibility to take daytime classes or to arrange classes around their work schedule. Class schedules vary based on location. New Horizons Career Development Solutions distributes class schedules via our website, www.nhlearninggroup.com. Schedules should be reviewed for specific class dates and times. New Horizons Career Development Solutions schedules class times and frequency based on consumer demand. All classes necessary to complete a program may not always be available Evenings and Saturdays. New Horizons Career Development Solutions reserves the right to add or cancel class scheduling based on enrollment and consumer demand.

Standard Class Hours:

Class Type	*Day	*Eve
Cohorts	6:00 AM – 10:30 AM 11:00 AM – 3:30 PM	4:30 PM – 9:00 PM 5:30PM – 10:00 PM
Instructor Led Technical Courses (Microsoft®, CompTIA®, CISCO®)	6:00 AM – 2:00PM 7:00 AM – 3:00PM	
Application Courses	7:00 AM - 3:00 PM	

*Start and end times may vary by location
Breaks are as follows:
First 20 minute break - Starts approximately two hours from class start time, Lunch Period – Starts approximately two hours from first break, Second 20 minute break – Starts at 2 hours from the lunch period.

2020 Holidays
School is closed for the following holidays
New Year's Day 01/01/2020
Memorial Day........................05/25/2020
Independence Day................07/03/2020
Labor Day 09/07/2020
Thanksgiving.........................11/26/2020 – 11/27/2020
Christmas..............................12/24/2020 – 12/30/2020
New Year's Eve 12/31/2020

2021 Holidays

New Year's Day 01/01/2021
Memorial Day................................05/31/2021
Independence Day........................07/05/2021
Labor Day 09/06/2021
Thanksgiving................................11/26/2021 – 11/26/2021
Christmas.....................................12/27/2021 – 12/30/2021
New Year's Day 12/31/2021

Enrollment Policy
Student may enroll on any day school is in session. Student may not begin course or program until enrollment agreements are completed and signed by both student and Career Consultant. Student must pay required fees prior at time of enrollment. Student must meet prerequisites for the course he or she is enrolling. Prerequisites are for each course and program are listed in course outlines and program descriptions. Each course and program has a maximum enrollment of 32 per cohort.

Notice of Student Rights and Cancellation

1. You have the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later, as described in the Notice of Cancellation which you are given at the time of enrollment.
   Read the Notice of Cancellation form for an explanation of your cancellation rights and responsibilities. If you have lost your Notice of Cancellation form, ask your New Horizons Career Development Solutions Education Consultant for a sample copy.
2. After the end of the cancellation period, you also have the right to stop your training at any time; and you have the right to receive a refund for the portion of the course you have not yet taken. Your refund rights are described in your contract and dependent upon your funding terms. If you have lost your contract, ask your New Horizons Career Development Solutions Education Consultant for a description of the refund policy.
3. If New Horizons Career Development Solutions closes before you complete your training, you may be entitled to a refund. Contact the Bureau for Private Post-Secondary and Vocational Education at the address and telephone number printed below for information.
4. Student has the right to cancel the enrollment agreement and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, which is later.
5. If you have any complaints, questions, or problems, which you cannot work out with New Horizons Career Development Solutions call or write to:

Bureau for Private Postsecondary Education
1747 North Market, Suite 225
Sacramento, CA 95834
Phone (888) 370-7589, Fax (916) 263-1897, www.bppe.ca.gov

Program Refund information

You may withdraw from a program after instruction has started and receive a pro-rata refund for the unused portion of the tuition and other refundable charges. To determine your refund you would deduct a Registration Fee (non-refundable) of seventy-five dollars **($75.00)** from the tuition charge. You would then divide this figure by the number of hours in the program. The rate is the hourly charge for the program. The amount owed by the student for the purpose of calculating a refund is derived by multiplying the total hours attended by the hourly charge for instruction plus the amount of the Registration Fee (non-refundable) and the documented costs of any books or equipment that were not returned. *For example if the student completes only 10 hours of a 40 hour course and paid $400.00 tuition, and a Registration Fee (non-refundable) of $75.00, the student would receive a refund of $300.00. ($475.00 total fee, less the Registration Fee (non-refundable) of $75.00, divide this by the 40 hours of the program, this will give you the hourly rate of $10.00 per hour). Multiply this rate times the hours completed 10 hours completed x $10.00 per hour, totaling the $100.00 for the tuition charge. This charge plus the Registration Fee (non-refundable) would be deducted from the amount paid. Total paid $475.00, less Registration Fee (non-refundable) $75.00, less tuition charge $100.00 refund paid $300.00.*

Individual Class Refund Information

You may withdraw from a class after instruction has started prior to completing more than 60% of a course and receive a pro-rata refund, less a $75.00 application fee, based on the percentage of the course that you completed.

If New Horizons Career Development Solutions provided supplies, manuals, or other equipment for classes not attended, you must return these items within Five days of the date of the cancellation notice. If you do not return these items within this Five day period, New Horizons Career Development Solutions will withhold an amount equal to the cost of the items not returned. New Horizons Career Development Solutions is required to refund any amount remaining as provided in the Refund Agreement.

If you have any questions or need further clarification, please contact your Education Consultant at New Horizons Career Development Solutions.

Veteran's Refund Policy

New Horizon CDS Veterans Refund Policy complies with CFR 21.4255. In the event the veteran or eligible person fails to enter the course, withdraws, or is dismissed at any time prior to completion, any unused portion of tuition, fees, and other charges is refunded. Any amount in excess of $10 of the application/Registration Fee (non-refundable) is subject to a 100% pro-rata refund policy. The amount charged will not exceed the exact pro-rata portion of total charges. The length of the completed portion of the course will be prorated over its total length, and the exact proration will be determined by the ratio of the number of days of instruction completed by the student, to the total number of instructional days in the course. Refunds are made within 40 days of the last date of the student's attendance.

Grievance Procedures

If you encounter any problems concerning the education or administration of this program, please contact your Instructor Immediately and state your grievance in writing to allow us to help you. The issue will not be addressed until a written grievance has been submitted to the following New Horizons Career Development Solutions staff:

- 1st level - Your Guidance Counselor
- (Please Allow 3 Business Days)
- 2nd level - Your Campus Education Advisor
- (Please Allow 3 Business Days)

- 3rd level - Director of Career Development
- (Please Allow 3 Business Days)
- 4th level – Vice President of Career Development
- (Please Allow 3 Business Days)

If the 1st level staff (Guidance Counselor) has not responded to your grievance issue in a satisfactory manner, please proceed to the next level of authority.

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

"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 North Market, Suite 225, Sacramento, CA 95834, P.O. Box 980818, West Sacramento, CA 95798-0818 www.bppe.ca .gov, toll-free telephone number (888) 370-7589 or fax (916) 263 263-1897 or (916) 431-6959**

Reimbursement to Veterans and Eligible Persons

For information or for resolution of specific payment problems, the veteran should call the DVA Nationwide toll free number at 1-800-827-1000

Credit Evaluation Policy

Students who enter New Horizons Career Development Solutions with previous training in the course to be pursued will be tested upon enrollment and when appropriate, be given credit for prior educations and/or experience. Evaluation will be based upon a written exam, an oral exam, official documentation or certificates or a combination of the above criteria. Credit will be recorded on enrollment record and the length of the course shortened proportionately. Tuition will be adjusted accordingly. In addition the student and the Department of Veteran's Administration (DVA) shall be notified. All prior training is subject to evaluation.

Attendance

Attendance & Tardiness:

We require students to arrive to class on time. If a student arrives more than 30 minutes late, we may allow another student to take their place in class. If students arrive more than 30 minutes late, they will not be admitted to class. If the class is a multiple day class and the student is more than 30 minutes late or the seat is relinquished due to tardiness, the seat is relinquished for the entire length of the class The student will need to reschedule the class. If a student misses more than 20% of a certified program, a certificate of completion will not be awarded. If an absence or tardy is absolutely necessary, we require that you notify us by calling The Customer Service desk at your local campus on or before the date(s) in question.

VA Attendance Policy

Students must attend 80% of their program hours, this time includes accumulated approved absences and class cuts. Students will be allowed three absences during the duration of their program. THE 80% RULE TAKES PRECEDENCE OVER THE THREE ABSENCE RULE IN THE CASE WHERE THREE ABSENCES WOULD BE LESS THAN 80% OF A PROGRAM   A student will be placed on a 30 day attendance probation if he or she is below 80% in attendance. The student must bring his/her attendance above 80% within in 30 days to be removed from probation. If at the end of the probation period, the student's attendance is not raised to 80% of scheduled classes, the Department of Veterans Affairs will be notified and benefits will be interrupted.

A student can be placed on a maximum of Two probation for attendance prior to academic dismissal.

Make Up Work

Students will work directly with instructor for make-up work. Students will have two weeks from the date of missed class to submit make up work

Program Interrupt-Extension Policy / Leave of Absence / Withdrawal

All written requests for a "Leave of Absence", "Training Extension", or "Reinstatement" will be considered. These are granted to students at the discretion of the School. These interruptions or reinstatements into a program are subject to space availability. Students who interrupt from one class and transfer to the next available class will be responsible for any cost incurred due to any change or upgrade made in course kits or books. If an upgrade occurs, the added cost will be the sole responsibility of the student. New Horizons Career Development Solutions will not incur any of the additional costs.

Suspension or Dismissal

It is the intention of New Horizons Career Development Solutions to provide the most effective learning and training environment for our students. Therefore, it is imperative that our staff maintains and enforces guidelines that will ensure the best possible educational atmosphere for the students. The following are general examples of behaviors and actions that may lead to a student's suspension and/or dismissal:

1. Inappropriate and/or violent conduct displayed by the student.
2. Inappropriate clothing, or improper clothing attire, and/or indecent exposure.
3. Disrespect for New Horizons Career Development Solutions property and equipment.
4. Software piracy or violating copyright rules and regulations.
5. Recurring attendance problems despite continuous meetings with the Education Consultant and/or Site Manager to rectify the issues.

The general levels of reprimand are as follows:

The student will meet with the Education Consultant or Site Manager to discuss the inappropriate conduct and the respective consequences.

The second level, if the problem persists after the primary level of reprimand has been exhausted is to suspend the student [no longer than thirty (30) days] from the training facility. A mutual plan will be discussed and agreed upon by the Education Consultant, Site Manager and the student. Once all parties agree upon this mutual plan, then the student will be reinstated.

If the primary and secondary levels do not resolve the inappropriate behavior, then the student will be terminated from the training program. However, if the inappropriate behavior displayed violated any section of the federal, state, and local penal codes, then it is under the discretion of New Horizons Career Development Solutions to terminate the student from the training program and facility.

Appeal of Academic Probation, Disciplinary Action, Dismissal

Students have the right to appeal academic probation, dismissal, and disciplinary actions taken against them, as well as final decisions regarding any other dispute resolution procedure. Students who believe they have extenuating circumstances regarding a particular matter should submit an appeal in writing to the CAO. The appeal will be mailed to:

New Horizons Career Development Solutions CAO
1900 S. State College Blvd. Suite 100
Anaheim, CA 92806

The Board of Directors will review the appeal within 10 days of the student's submission. A decision to the appeal will be made within 30 days of the day the appeal was received.

Grading Standards

New Horizons Career Development Solutions does not issue letter grades.   We are a pass/fail school. A Completion Certificate is granted when a student completes 80% attendance and passes the New Horizons Career Development Solutions mid-term and final assessments at a score of 70% or better. A Completion Certificate is not issued when a student is absent more than 20% of the course or does not pass the post class assessment.

Reentrance

Conditions for re-enrollment will be approved only after evidence is shown to the School Directors satisfaction that the condition, which caused the interruption for unsatisfactory progress, has been rectified.

Certification Testing

New Horizons Career Development Solutions Programs does include the cost of certification exams unless noted in the program. Each student is financially responsible for the cost of exam registrations. Exam Registration Fee (non-refundable)s vary and are established individually by each certifying body (Microsoft, Novell, CIW, CompTIA etc.). Appointments for exams are registered and purchased from Pearson VUE. Exam appointments may be made via the Pearson VUE website at https://home.pearsonvue.com/. If you schedule an exam with Pearson VUE and fail to make that appointment, Pearson VUE will charge you for that exam.

Vouchers / Exam Policy

All unused vouchers for exams expire 18 months from the date of purchase. When student is issued exam voucher it is the students responsibility to schedule and complete the exam before the expiration date of the exam voucher.

Completion Requirements

Completion requires a minimum of 80% course attendance and a passing score on all New Horizons Career Development Solutions post class assessments.

Equipment

Manuals and equipment for application classes will be distributed at the beginning of each individual course. The materials (Student courseware and labs) are given to each student at the beginning of each course. These Courseware and labs become the property and responsibility of the student; <u>by no means should any student material or property be left in a classroom unattended.</u> As a note, replacement costs for some of these kits are as much as $700 plus tax. For security reasons, the classrooms will be locked at the noon break and students will not be allowed to stay and study.   *Be advised*: The photocopying or reproduction of any copyrighted material (books, computer data, files, etc.) may be a violation of governing laws and will not be allowed. This, along with any theft of New Horizons Career Development Solutions' or other student's hardware, software, books or personal belongings may lead to immediate dismissal from the program.

Student Conduct

Students must abide by all school policies and regulations. This includes the proper use of software, hardware, classroom behavior, dress code, respect for the instructor's authority, completion of courses in the designated time frame, and adherence to attendance policies.

New Horizons Career Development Solutions believes that no student has the right to interfere with another student's ability to learn. If any student exhibits behavior that hinders that right, they will be asked to leave the classroom. Children are not allowed to accompany parents into any class or to labs. Students are prohibited from unlawful possession, use, or distribution of illicit drugs, alcohol, or weapons of any kind. No student will be allowed to use any verbal, physical, or discriminatory threats or abusive language towards another student, or member of the staff. The use of profanity is strictly prohibited. Discriminatory remarks of any kind will not be tolerated and may result in termination from the program. Any violation of this conduct policy should be brought to the attention of the Instructor immediately. These concerns can be made verbally, or in writing as stated in the grievance procedures described in this catalog.

Any student who violates this student conduct policy may be placed on advisement, suspension, or dismissed from the program. Any courses that are missed due to violations of the conduct policy must be made up, and are the student's responsibility.

Mobile Phone Policy

Students will always have Mobile Phones on silent. Talking on mobile phones in class is prohibited.
Talking on phones in classrooms will result in student being asked to leave for the day. <u>NO EXCEPTIONS</u>

Student Dress Code

New Horizons Career Development Solutions is "business casual." New Horizons Career Development Solutions is a corporate client-based atmosphere. You may encounter a future employer in the hallway or break-room. Therefore, students are requested to wear clothing that is clean, and appropriate. It is further requested that students refrain from wearing the following articles of clothing: sandals, shorts, sweats or any shirt that may expose your midriff. Please use your best judgment in this matter. If you are observed in inappropriate attire, you may be asked to go home and change

Veterans Addendum

The following polices are for students receiving veteran educational benefits as required to meet the minimum standards of federal law.

Satisfactory Academic Progress Policy

Progress will be monitored at the end of each week of every program for all students receiving veterans' benefits. If at the end of any week, the student's grade falls below 70%, the student will be placed on academic probation for one week. If at the end of the probation period, the student's grade is not raised to 70%, the Department of Veterans Affairs will be notified and benefits will be interrupted.

Funding Policy

New Horizons Career Development Solutions does not penalize students using VA Education benefit programs under Chapters 33 and 31 while waiting for payment from the Department of Veterans Affairs providing they submit a certificate of eligibility, a written request to use such entitlement, and any additional information needed to certify enrollment. Students will continue have access to classes, labs, and other institutional facilities as outlined in our catalog. No late fees will be assessed and student's accounts will be considered on hold.

This is required under Title 38 USC 3679(e)

VA Benefits

I understand that it is my responsibility to monitor my benefits. I also understand that I am responsible for the funding of my training.

Attendance Policy

A student will be placed on attendance probation if he or she is below 80% in attendance in any given week. The student must bring his/her attendance above 80% by the end of the following week to be removed from probation. If at the end of the probation period, the student's attendance is not raised to 80% of scheduled classes, the Department of Veterans Affairs will be notified and benefits will be interrupted.

A student can be placed on a maximum of TWO week probation for attendance prior to academic dismissal.

Prior Education and Training Policy

This institution will inquire about each veteran's previous education and training, and request transcripts from all prior institutions, including military training, traditional college coursework and vocational training. Previous transcripts will be evaluated and credit will be granted, as appropriate:

This is required per 38 CFR 21.4254(b)(12)

Software Piracy and Personal Items

In accordance with copyright laws, all New Horizons Career Development Solutions students are prohibited from copying any of the software loaded on the school's machines. Please understand that any student found doing so may be terminated from the program.

Students are not allowed to bring any of their personal computers or related software and hardware items on any New Horizons Career Development Solutions campuses to be connected or used with the school's equipment. New Horizons Career Development Solutions shall not be held responsible for any lost or stolen items belonging to any student while on any New Horizons Career Development Solutions campus.

Student Loans

New Horizons Career Development Solutions is not a Federal Department of Education school. Therefore, students cannot use attendance during this program to defer a student loan. New Horizons Career Development Solutions does not participate in Federal or State Financial Aid Programs and students are not eligible not federal financial aid

If a student obtains a loan to pay for an educational an educational program, the student will have to repay the full amount of the loan plus interest less the amount of any refund, and that if the student receives federal student financial aid funds, the student is entitled to a refund of the money's not paid from federal financial aid funds

Payment Policy

Programs of four months, or less, may require payment of all tuition and fees on the first day of instruction. Programs designed to be four months or longer, require 50 percent for tuition along with courseware cost for payment at the time of enrollment. When 50 percent of the program has been completed the remaining payment is due. The limitations in this section shall not apply to any funds received by an institution through federal and state student financial aid grant and loan programs, or through any other federal or state programs. (An institution that provides private institutional loan funding to a student shall ensure that the student is not obligated for indebtedness that exceeds the total charges for the current period of attendance. At the student's option, an institution may accept payment in full for tuition and fees, including any funds received through institutional loans, after the student has been accepted and enrolled and the date of the first class session is disclosed on the enrollment agreement.

STRF Fees

"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 North Market, Suite 225, Sacramento, CA 95834, (916) 431-6959 or (888) 370-7589.

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

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.

2. You were enrolled at an institution or a location of the institution within 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 noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have 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. "

Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Section 94923, 94924 and 94925, Education Code.

New Horizons Career Development Solutions is currently not pending any petition in bankruptcy not operating as a debtor in possession nor has New Horizons Career Development Solutions filled a petition with the preceding five years and has not had a petition in bankruptcy filled against us within the preceding five years that resulting in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S. C. Sec. 1101 et seq.)

FACULTY MEMBER	EXPERIENCE & QUALIFICATIONS

Tony Bhawani
Applications Training Manager/Instructor
Master of Business Administration (Geographic Information Systems) from University of Redlands
Bachelors of Science in Business Administration from University of Redlands

Tony Bhawani has been an Applications Instructor with New Horizons and is now the Applications Training Manager.In addition to his applications training experience, he has worked in education as a tutor at both the primary and secondary school levels. Tony has been involved in many Microsoft Delivery Events, including the latest roll-outs of Windows 7 and Office 2010, 2013 and 2016. He is certified in Microsoft Office, and proficient in all versions of MS Office applications, including Access, Excel, Outlook, PowerPoint, and Word.

Christopher Dominguez
Applications Instructor: Lean Six Sigma Black Belt, ITIL Foundations, Microsoft Office Specialist
B.S. Computer Information Science Coleman College, San Diego

Chris has 25+ years in Technical Support Management, Software Development, Infrastructure Management and End User training. His diverse career has provided him with examples for the benefits of proper training, as well as the consequences of its absence. Chris places an emphasis on great customer service, professional development and how to balance independence with being a contributing team member. His proficiency in not limited to Microsoft. He also performs well in the Six Sigma, ITIL and Business Skills realms as well.

Debbie Wong
Applications Instructor
Bachelor of Science- Information and Computer Science degree. Minor in Mathematics
University of California, Irvine

Debbie Wong is an Applications instructor with over 20 years of field experience, working with various office applications. Debbie has had past experiences in both the Microsoft Applications in real world office environments as well as programming and consulting. She has vast experience in Outlook and Word.

Gabe Chapa
Applications Instructor: MOS Master, Lean Six Sigma Black Belt, MCT

Gabe began his career in the information technology field in 1997. . Venturing into the field as a computer programmer allowed him to have a basic understanding of computers and how they worked. This led to a programming position as a Project Analyst with Experian, providing the first steps towards his current career as an Applications Instructor with New Horizons Computer Learning Center of Tucson. Gabe has seven years of experience as an instructor. Gabe is a three time winner of Top 25 Instructor in the Worldwide Network.

Jason Schuler
Applications Instructor: Microsoft Office and Adobe Creative Suite

With over 15 years' experience in the creative technology industry, he loves opportunities to interact with students with a variety of backgrounds and experiences. Jason began teaching while still in high school, when he taught art to children at a local daycare. Since then, he's taught computer programming to professional artists and guided other instructors in developing design curriculum and learning goals. Throughout his career, Jason has loved seeing the sense of accomplishment when a tool finally clicks for a student and their interaction with the technology provides an experience that's tantamount to magic.

FACULTY MEMBER	EXPERIENCE & QUALIFICATIONS

Genaro L. Moran
Applications Instructor: Microsoft Office Specialist: Word, Excel, PowerPoint, Access, Outlook. Quickbooks, Great Plains
Bachelor of Arts in Finance- Cal State University Fullerton, MBA Liberty University, Doctoral Candidate in Organizational Management- Jones International University
Genaro Moran is both an Applications instructor with over 30 years of Business and Educational field experience, working with various office applications. As a trainer, he holds more than 15 years, using real world situations to help his students understand. Genaro trains via all three of our training modalities; the traditional classroom environment, Online LIVE virtual training and On- sites. His teaching is based on both theoretical and real-world examples. Genaro specializes in Excel and Spanish based deliveries.

Imee Leverette
Applications Instructor: Microsoft Office: Word, Excel, PowerPoint, Windows 7, Windows 8.1, Outlook. Adobe Creative Suite: Illustrator, Photoshop, InDesign, Animate, Mac OSX
Associates of Arts in Fashion Design from FIDM in Los Angeles, Ca. A Bachelor of Arts from Ashford University and a Master of Arts in Education from Ashford University
Imee Leverette comes from 15+ years of experience as a Senior Media Graphic/Apparel Designer for Action Sports Industries, 8 years as an Editor and Art Director for Tiaregirl Magazine in Hawaii. She also holds 4+ years' experience as a Higher Education instructor, teaching Adobe Creative Suites: Illustrator and Photoshop at Art Institute, FIDM and Mira Mesa College, with her concentration on Digital Art Design and Technical Drawing with Mac OSX and Windows platforms.

Jessica Brown
Applications Instructor: Microsoft Office Specialis
Bachelor of Arts – UNC Wilmington
Jessica Brown is an Applications Instructor with Career Development Solutions, LLC. She has over eight years of experience in the training industry, both with Career Development Solutions, LLC and as an in-house corporate trainer. Jessica has worked with the Microsoft Office suite for multiple generations and has assisted organizations on the latest roll-outs of Windows 8 and Office 2013. She is certified in Microsoft Office and proficient in all versions of MS Office applications, including Access, Excel, Outlook, PowerPoint and Word. Jessica uses a combination of theoretical and real-world examples to inform her teaching method, although she leans towards real-world examples most, as it has more relevance to utilizing concepts in the working environment. In 2015, Jessica walked stage as a Top 25 Instructor in the Worldwide Network.

FACULTY MEMBER   EXPERIENCE & QUALIFICATIONS

Mia Gwyn
Applications Instructor: Microsoft Office Certified
Bachelor of Arts – University of Colorado, Boulder.
As an experienced technology expert and educator with over 10 years experience, Mia connects to her students at a very relatable level. Her practical and hands on approach encourages students to learn and not to be afraid of not knowing the program. Mia has been awarded as a Top 25 Instructor in the Worldwide network under two different ownership groups, which shows her stability and continued high level of performance. Mia focuses on Business Skills, Microsoft programs including high level VBA, Access and SharePoint as well as being able to deliver in Spanish as needed.

Phillip Dunn
Applications Instructor: Microsoft Office Master and Business Skills: Word, Excel, PowerPoint, Access, Outlook, Crystal Reports, PMF, SQL Querying, Visio, Scrum Master
16+ years in the training industry. Everything from starting small business, managing and growing medium sized ones, to working with management from major corporate entities. It's amazing where Microsoft Office has taken Phillip. He has trained rocket scientists at JPL, movie makers at Sony, Executives at Devon Energy and BP and Automakers like Toyota and Hyundai. Phillip also excels at Business Skills delivery and is currently studying Scrum methodologies.

Natalie Green
Applications Instructor: Microsoft Office
Natalie Green came to New Horizons from a varied background. She has been teaching for over 20 years. Her first teaching experience was as an art instructor and summer camp counselor. It was her experience in a foreign language classroom where she discovered her gift of connecting with others in meaningful ways as to encourage them to continue to learn and be willing to change and grow in knowledge and understanding. She has a passion for both learning and teaching and has been working with computer technology in one form or another since 1991.

FACULTY MEMBER	EXPERIENCE & QUALIFICATIONS

Raul Escalera
Applications Instructor: Microsoft Office Specialist: Word, Excel, PowerPoint, Access, Outlook. Crystal Report, Visio, SQL Querying

Raul Escalera is an Applications Instructor for New Horizons with over 15 years of training experience. In addition to his applications training experience, he has worked as a computer and network technician.

Having worked as an instructor for over a decade, Raul has assisted companies with several generations of Microsoft roll-outs. He is a certified Microsoft Office Master, and proficient in all versions of MS Office applications, including Access, Excel, Outlook, PowerPoint, and Word. Raul is a recipient of New Horizons' "World Wide Excellence in Training Award".

Ronald Marsh
Applications Instructor: CIW, Adobe Certified, MOS Master
BA Communications/Advertising, from the University of Kentucky

Ron has over 20 years certified computer training experience with New Horizons and over 27 years as a trainer in some form or another. Ron has a proven track record of reliability and responsibility with both Consumer and Corporate clients. Ron's list of competencies is one of the largest in the company.

FACULTY MEMBER	EXPERIENCE & QUALIFICATIONS

Gerald (Gerry) Riani
Technical Training Manager/Instructor
MCT, MCSE, MCSA, MCTS, MCP, RHCI, RHCE, CompTIA A+, Network+, Security+, Linux+, Mobility+ and Cloud+,
BA in English Literature from the University of San Diego

After an initial career in the Financial Services industry, Gerry transitioned into an Information Technology career in 1999. He has worked as a Technical Instructor for more than 17 years. Additionally, from 2000 to 2014, he held the position of Chief Information Officer for New Horizons Computer Learning Centers of South Florida. In 2014, he joined the New Horizons Career Development Solutions, LLC team in 2014 as a Technical Instructor. As a Red Hat Certified Instructor and Engineer, Gerry's primary training focus has been with various Red Hat software products, especially Red Hat Enterprise Linux. Additionally, Gerry teaches classes covering various Microsoft technologies, as well as a number of CompTIA certification preparatory classes. Currently, Gerry also holds the position of Technical Training Manager for New Horizons Career Development Solutions.

Bill Sullivan
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, CISSP, CompTIA A+, Network+, Security+, Cloud Essentials and CASP,
BA in Physics from the University of California, Berkeley

As a US Navy veteran, Bill served in the Persian Gulf where he worked as a Fleet Instructor and Maintenance Check Pilot. Prior to beginning his career in Information Technology, Bill held the positions of Analyst and Total Quality Management Systems Instructor at Douglas Aircraft Company, as well as an Associate Professor of Aircraft Mechanics at Northrop University. Since 1994, Bill has held the position of Technical Instructor with New Horizons Career Development Solutions, LLC. As a Technical Instructor, Bill's focus has been on training and assisting students new to the IT world in becoming IT professionals and guiding them along the way to obtaining their Microsoft and CompTIA certifications. On three occasions, Bill received recognition as one of the Top 25 Technical Instructors in the World from New Horizons.

FACULTY MEMBER	EXPERIENCE & QUALIFICATIONS

Dennis Thibodeaux
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, CISSP, EC-Council Certified Instructor, CEH, CHFI, CFR, CISA, CISM, CompTIA A+, Network+, Security+, CASP, Linux+, Cloud+, Mobility+ and Project+,
BS in Mass Communication from Middle Tennessee State University
Dennis Thibodeaux is a technology educator and IT professional who has been a Microsoft Certified Professional since 1998. As an instructor, he draws on his extensive experience as an Information Systems Security Management specialist, Systems Engineer and Network Administrator. Dennis joined the New Horizons Career Development Solutions, LLC Technical Instructor team in 2014. Dennis brings real-world security experience and solid business skills to the classroom, often using his own professional activities as examples. His skillset includes vulnerability assessment, risk management, network security, application security, physical security, incident response and digital forensics. As an Information Security industry analyst recently put it, "Leaders like Mr. Thibodeaux are needed to usher in the next wave of maturity for InfoSec- a period characterized by the fusion of business and IT." For 2016, New Horizons recognized Dennis as one of the Top 25 Technical Instructors in the World.

James Hanavan
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, CCSI and CCNA,
BA in History from University of California, Santa Barbara James has more than 25 years of experience as an IT consultant and trainer and he joined the New Horizons Career Development Solutions, LLC team as a Technical Instructor in 1995. James specializes in the design, planning, implementation, management, maintenance and securing of Windows Server systems, Active Directory, Group Policy, Microsoft Exchange Server, Microsoft Skype for Business and Microsoft System Center. Moreover, as a Cisco Certified Systems Instructor, James delivers training for students interested in obtaining their Cisco CCNA certification.

James Nelson
Technical Instructor: MCT, MCSD, MCSA, MOS and CompTIA Project+,
BA in Communications from California State University, Fullerton
James has more than 20 years of experience in the IT industry focusing on database administration, programming and design. James joined the New Horizons Career Development Solutions, LLC team in 1998. During this timeframe, James' principal training focus has been with Microsoft SQL Server administration, database design and programming, data warehousing and business intelligence. In addition, James teaches classes covering various other technologies such as Microsoft SharePoint, Microsoft Excel and Access VBA and Project Management.

Jeff Zahorowski
Technical Instructor: MCT, MCSA, MCITP, MCTS, MCP, CompTIA A+, Network+ and Security+,
BS in Communications Studies from California State University, Sacramento
Jeff has worked in various positions within the IT industry over the past 25 years and he has been a Technical Instructor since 2000. He joined the New Horizons Career Development Solutions Technical Instructor team in 2016. Jeff's training expertise include Microsoft's Windows Server and Client operating systems. Additionally, he focuses on assisting students new to the IT industry gain a foothold within the industry by obtaining their CompTIA A+, Network+ and Security+ certifications. Employees from companies such as Intel, Apple Computer, Oracle, Northrup-Grumman and the US Navy Fighter Weapons Schools have gained insight and technical knowledge from Jeff's training events.

FACULTY MEMBER   EXPERIENCE & QUALIFICATIONS

John DeVries
Technical Instructor: MCT, MCSA, MCITP, MCTS, MCP, CompTIA A+, CompTIA Network+, CompTIA Security+, CompTIA Mobility+, CompTIA Cloud+
Computer Science - John Hopskins University, Baltimore Maryland
John has a wide reaching and impressive range of prior experience within the IT industry. For over 30 years, he worked as a product and marketing manager in the computer and data communications industries. Additionally, during this same period, John ran his own web design, software development and consulting business. John began his career as a Technical Instructor with New Horizons of Tampa, FL and he joined the New Horizons Career Development Solutions team, in the same role, in 2016. John specializes in training IT professionals on Microsoft Azure cloud services, Microsoft Office 365 and Windows 10. Additionally, he also specializes on web development and programming leveraging technologies such as JavaScript, C# and Microsoft .NET. Besides his experience within the IT industry, John received the honor of serving as the Chair for a National Institute of Standards and Technology working group on telecommunications.

Joseph (Joe) Ng
Technical Instructor: MCT, MCSE, MCDBA, MCSA, MCTS, MCP, CCSI, CCNA, VCI, VCP,
AS in Computer Information Systems from Santa Monica College
In addition to working as an IT Consultant, Joe has been an IT Technical Instructor since 1999. He has been a part of the New Horizons Career Development Solutions, LLC Technical Instructor team since 2001. Joe's areas of expertise are varied and include a number of Microsoft technologies, especially Windows Server and Microsoft Exchange, Cisco routing and switching technologies, as well as VMware's vSphere and Horizon products.

Kent Tuominen
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, BS in Marketing from Cal Poly Pomona
B.S. Marketing, California State Polutechnic University Ponoma
As the son of two teachers, Kent believes that teaching is in his blood. Kent initially joined New Horizons Career Development Solutions, LLC in 1996, first as an Applications Instructor and later transitioning into the role of Technical Instructor. After a period pursuing other opportunities within the IT field, Kent rejoined New Horizons Career Development Solutions in 2012. Kent's training focus has been in the area of Microsoft technologies, including the deployment, installation and management of various versions of the Windows Client and Server operating systems, Active Directory and Group Policy, as well as Microsoft Exchange Server. For 2016, New Horizons recognized Kent as one of the Top 25 Technical Instructors in the World

Martin Wuesthoff
Technical Instructor: MCT, SQL Business Intelligence and Data Modeling, Windows PowerShell Expert, Microsoft Exchange Server
Bachelor's in Music Teacher Education, University of Connecticut
Martin has been a successful technical trainer for nearly 2 decades. In that time he has trained thousands of students on many different Microsoft Server products included SQL Server, SSIS, SSRS, SSAS, SharePoint BI, PowerShell, Windows Server, IIS, ISA Server, SMS, SCOM, SQL Server, VB Scripting and Exchange Server. He is highly ranked by students and focuses on providing real-world examples and practical knowledge.

Matt VanRhysseghem
Technical Instructor: Microsoft Office Specialist, CompTIA A+, Sec +, Net + and Applications Instructor

With a lengthy background in management, training and computing, Matt has been knowledgeable in many areas of the IT industry including hardware, software and networking. Matt has been an instructor with New Horizons for over 2.5 years with training focused primarily on software applications, ranging from Microsoft Office and Windows to cloud-based services like Google Applications and Office 365. In addition, his experience with the CompTIA certification objectives, leading instruction for both A+ and Network+. Free time activities include hiking, gaming, reading, writing and basically anything that gets me outside and moving. Matt is a great fit at New Horizons as it combines his love of computers with his love of conversation and social interaction. In his words "I absolutely love what I do and think that there's no better feeling than helping someone solve a problem they've been struggling with or seeing that light bulb come on when you show them something that they had maybe never considered possible"

Nicholas (Nick) Lane
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, EC-Council Certified Instructor, CEH, CompTIA A+, Network+, Security+, CASP and Cloud Essentials
Computer Repair, Electronics & Networking Degree from Nassau Tech BOCES Vocational Institute

Since 1999, Nick has provided Technical Solutions, Systems Administration, Desktop Support, Technical and Applications Training to thousands of satisfied customers. He joined the New Horizons Career Development Solutions; LLC team in 2005 and, over that timeframe, Nick received recognition as one of the Top 25 Technical Instructors in the World on five separate occasions from New Horizons. Nick specializes in delivering Microsoft, CompTIA and EC-Council technical training.

Rhett Williams
Technical Instructor: MCT, MCSE, MCSA, MCITP, MCTS, MCP, RHCI, RHCA, RHCE, CCSI, CCNA, CompTIA A+, Network+ and CTT+,
BA in History from California State University, Fullerton

Rhett has over 30 years instructing experience and he has been a technical instructor for New Horizons Career Development Solutions, LLC since 1996. .He has a wide range of technical training capabilities including network operating systems, database administration and development, application development, internetworking and network security. As a Red Hat Certified Architect and Instructor, Rhett's training focus has been on various Red Hat technologies, especially Red Hat Enterprise Linux, Red Hat Virtualization and Red Hat OpenStack. He received recognition as a Top 25 Technical Instructor in the World from New Horizons and, in 2013, Red Hat recognized Rhett as their Training Advocate of the Year.

Pamela Gieri
Technical Instructor
Master of Business Administration – University of Phoenix

Pamela is a United States Air Force Veteran where she was trained as an Instructional Systems Designer. She has worked in various industries, from the United States Department of Energy Nevada Test Site, to Clark County Emergency Services as a Database Administrator. Her training focus is on SQL querying, database administration and business intelligence.

Charlotte Augustine
IT Technical Trainer: Certifications: CompTIA A+, CompTIA Network+, MOS
PhD in Religion from Claremont School of Theology.
Charlotte brings 23 years of education and experience to New Horizons Learning Group as the IT Technical Trainer in the Anaheim center. As the Distance Learning Training Specialist at her alma mater, Charlotte was responsible for downloading, installing and maintaining lab software in the Windows 7 environment, as well as assisting staff and students with IT-related issues. Having taught on and off for 23 years, Charlotte brings a wide range of exposure to different students, in a multitude of environments, utilizing various modes of content delivery. "Everything I have experienced continues to help me with each and every student as I try to meet each person's educational needs," says Charlotte.

Chris Roland
IT Technical Trainer: CompTIA Security+
BAS in Journalism and Broadcasting and an AS in Film Theory
Chris specializes in video production, as well as 7 years professional experience, to New Horizons Learning Group. "Witnessing first-hand of how the importance of properly trained members in the military could potentially be the deciding factor in their safety is what influences my teaching," says Chris. "My job is to make sure they can protect themselves; their safety is my top priority." Seeing the concept "click" with students is the best take-away of being an instructor, claims Chris.

Jason Biskie
IT Technical Trainer
Bachelors of Information Security
18 years of computer experience, specializing in CompTIA A+, Network+, Security+ related activities and responsibilities. Private sector virtual environment management experience using VMware & Microsoft Hyper-V. Windows Server 2003-2012R2, Active Directory and business applications.

Jason Biskie
IT Technical Trainer
Bachelors of Information Security
18 years of computer experience, specializing in CompTIA A+, Network+, Security+ related activities and responsibilities. Private sector virtual environment management experience using VMware & Microsoft Hyper-V. Windows Server 2003-2012R2, Active Directory and business applications.

Brandon Jacobson
IT Technical Trainer
Associate Degree in Business Management – Information Systems Focus: Eastern Gateway Community College
CCNA, CompTIA Security +, Google IT Support Specialist
Brandon started off with home networking, automation and home theater systems; then moved to working for an internet service provider. He specializes in networking and connectivity, and is working on automation, scripting and process documentation.

Karl Kreder
IT Technical Trainer: Cisco CCNA, CompTIA Linux+, Excel MOS Master
BA in Computer Information Systems: University of Phoenix
With 20 years in the industry under his belt and a membership in the California Educational Technology Professionals Association (CETPA), Karl Kreder is our go-to IT Tech in our San Bernardino Center. Karl credits his professional experience in customer service along with his relationships with his IT circles outside of work with influencing his teaching. He likes to lead his students to the answers instead of just giving them. His favorite thing about teaching is seeing a student have that "Aha!" moment.

Marco Quezada
IT Technical Trainer
Bachelors of Science Information Systems. More than 20 years of computer experience including website design, network administration, Teaching CompTIA A+, Network+, Security+ and Microsoft Office Specialist classes since 1996. Held many high level positions at educational institutions including Director of Marketing, Director of Compliance, IT Manager, and Computer Department Chairman

Patrick Shafer
IT Technical Trainer:**CompTIA A+, CompTIA Network+.**
Associates Degree in Communications: Sierra College - Rocklin, CA
20 years of building and maintaining computer systems. For the past year, I have been mentoring students who are looking to get certifications of their own. Certifications: CompTIA A+, CompTIA Network+.