Catalog

Prime Digital Academy

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([PDF copy of the catalog](#))

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Program Overview

Prime Digital Academy is an 18 week accelerated learning program teaching foundational software engineering skills through a full-stack Javascript development curriculum. Working directly with employers, we've re-engineered software development education to prioritize the capabilities newcomers need to make immediate contributions to the future of software. Our students learn modern technologies, real world methodology and relevant behavioral skills through hands-on, experiential learning. We're empowering learners from diverse backgrounds to start contributing to the software revolution in months, not years.

Prime is distinguished from other programs through it's tight connection with the industry. The 18 week program is supplemented by an apprenticeship network with dozens of companies signed up to bringing graduates of the program onboard to continue their learning on-the-job at an impressive list of the area's best workplaces. Founded by and co-located alongside 500+ employee custom software powerhouse, The Nerdery (http://nerdery.com), Prime students get to learn the industry from the inside. Once students have completed their studies they have the chance to apply

to a network of apprenticeships coordinated by Prime with companies ranging from startups to agencies to Fortune 500 companies.

Get the latest details on the program at http://primeacademy.io

Entrance Requirements

While Prime is focused on bringing a wide variety of individuals from different background into the software development industry, there are some basic requirements that must be met by all candidates:

- Students must hold a high school degree or GED.
- Students must pay tuition or make arrangements for payment through scholarship or financing.
- Students must supply their own laptop meeting school requirements.
- Students must complete Prime's admissions process.
- Students agree to be bound by Prime's student Code of Conduct while in the program.

How to Begin: Prime's Admissions Process

Prime Digital Academy requires applicants to complete an online admission process prior to enrollment. The admissions process consists of written application questions, a logic quiz, and an HTML/CSS resume submission, estimated to take an applicant about 10 hours. If the applicant qualifies for an interview, they will be invited to a 20-30 minute interview with Prime Digital Academy staff to determine their potential readiness for the program. Applicants will be notified of acceptance or rejection no later than a month after their application close date.

Progress and Grading

Students are given weekly feedback ratings of "Above Baseline", "Baseline", or "Below Baseline". Feedback ratings are based on an aggregate measure of functional code, completion of weekly development projects, and Prime instructional staff evaluations of student understanding. If a student is determined to be "Below Baseline" for the week, an individualized learning action plan is supplied by Prime staff.

All progress measures are recorded for program management and student support purposes. Individual evaluation scores are confidential between Prime staff and the student.

Earning the Completion Certificate

Students must complete of weekly project assignments, develop a Capstone web application project, and receive satisfactory progress evaluations in order to earn the Prime Digital Academy Certificate in Software Engineering.

Student Computers

Having access to a computer you call your own is a critical part of achieving mastery as a software engineer. Students are required to have an Apple laptop running OSX Yosemite as the standard for

Prime. If you aren't sure if your computer meets these specifications or want help selecting a laptop to use at Prime, please contact questions@primeacademy.io. Prime will provide you with a large external monitor, a keyboard and a mouse for use in class.

Conditions for Disciplinary Actions
Participants in the program may be disciplined by the Academy for any of the following reasons:
1. Violations of rules and regulations applied to the Prime Digital Academy Code of Conduct.
2. Failure to improve from Academic Probation status.
3. Disclose specific test questions and answers to others unless specifically authorized by Prime Digital Academy.
4. Allow Prime Digital Academy instructional content to be used by or for the benefit of anyone except the individual student enrollee.
5. Involved in any criminal acts or acts of computer abuse against Prime Digital Academy, its customers, or its suppliers.
6. Arrested for a criminal act that would disqualify them for certification or employment as a software engineering professional.

Some violations lead to temporary suspension or placement within a future cohort. More serious violations may lead to expulsion. The Academy may also revoke previously earned training certificates, particularly in cases of cheating or other frauds against the program. The Academy will not refund the cost of any revoked training certificates.

Disclaimers
Although Prime Digital Academy issues a training certificate validated by highly experienced professional software developers with extensive project and software team leadership, the certificate does not guarantee eligibility for employment as junior software engineering professional. While the training program covers information required for many professional software roles, the training program does not guarantee successful job placement. Prime is not an accredited school and as such, there is no guarantee that students will be able to transfer or earn credits towards other programs accredited or not from their studies at Prime. Historical data for placement of program participants is not yet available.

Program Description

The program is organized into two training units, covering eighteen weeks of continuous training. The first unit, prework, is delivered through six weeks of part-time, online training. A instructor-led online session is held during each week of prework. The second unit is delivered through a twelve week, full-time classroom experience on site at Prime.

Curriculum within each unit is focused on weekly topic areas. Each weekly focus area corresponds to real-world software engineering knowledge and skills that support a junior software engineer's entrance into the hiring market.

Within prework (weeks 1-6), Prime will cover:
1. HTML5 and modern CSS3 styling techniques
2. Introduction to Javascript
3. Javascript Fundamentals
4. Intermediate Javascript
5. Advanced Javascript
6. Git and version control

Within the classroom (weeks 7-18), Prime will cover:
1. Reinforcement of HTML, CSS, JavaScript, Git and version control
2. jQuery
3. AngularJS, MVC and OOP
4. Advanced jQuery & AJAX
5. Node.js and Express
6. Document and Relational databases & test-driven development
7. Advanced AngularJS, MVC and OOP
8. Advanced Node.js and Express
9. Advanced Document and Relational databases & test-driven development
10. Bootstrap and Sass
11. Front End recap and Design Standards
12. Capstone Project completion and Career Week

Attendance policies: leave, absences, class cuts, make-up work, tardiness, unsatisfactory attendance.

Prime Digital Academy is an intensive, collaborative learning environment. Students are expected to to maintain exemplary attendance. Excessive tardiness and absences will not be tolerated as they will negatively impact the learning experiences of all students. Students are allowed a total of 3 missed days, at which point program staff will determine whether corrective action, potentially leading to dismissal procedures or future cohort placement, is required. Continued, disruptive tardiness will count as a student corrective action, which may result in a dismissal procedure. Absences due to extenuating circumstances will be reviewed on a case by case basis, with potential make-up work options including but not limited to the provision of lesson notes and recorded lectures.

Grading policies: grading system, standards of progress for minimum grades, probation, re-enrollments.

Prime Digital Academy will provide weekly feedback to students, including a scoring system to reflect student accomplishments and goal progression. Standards of progress are defined by the evaluation ratings of "Above Baseline", "Baseline", and "Below Baseline".

If a student incurs "Below Baseline" evaluations for three separate weeks of study, Prime staff will discuss an academic remediation plan that includes, but is not limited to: academic probation status (student is required to complete additional resources and projects to demonstrate a Baseline performance of a prior week's concepts), re-enrollment within a future cohort, or expulsion from Prime Digital Academy.

Prime Digital Academy probationary procedures may be triggered by academic probation status, excessive absences or tardiness, or violation to the Prime Digital Academy conduct code. Re-enrollments will be considered on a case-by-case basis by special dispensation.

Conduct: policies and dismissal procedures.
Prime Digital Academy's conduct code establishes the community standards and procedures necessary to maintain and protect an environment conducive to learning in keeping with the educational objectives of Prime Digital Academy. Corrective action may be imposed against students, including dismissal, when their conduct materially interferes with the educational objectives of Prime Digital Academy or a community member. Dismissal procedures will involve a full-review by a staff panel including the program instructor and senior leadership of Prime Digital Academy.

Previous credit: transfer credit, work/life experience credit.
Students are not eligible for previous credit, transfer of credit, or work/life experience credit at Prime Digital Academy.

Complaint procedure: a procedure for investigating and resolving student complaints.
Students with questions or concerns about the Academy are invited to contact the president or staff with their concerns. We wish to provide students with an effective learning experience. We want all students to be treated fairly in accordance with the Academy's rules and regulations.

All official complaints must be delivered to the Academy in writing via the Prime Digital Academy's mailing address.

Complaint investigation and resolution will involve the participation of Prime Digital Academy instructors, well-being staff, and senior leadership, as determined by the severity of the incident and involved parties. Serious complaints that may result in corrective action will be handled by a panel of staff, including senior leadership. Staff who are the focus of a complaint involving potential corrective action are excluded from investigation and resolution proceedings.

Tuition
We offer three payment plans for Prime Digital Academy.

OPTION 1: Prepayment
$12,000*

- $1,500 due on acceptance
- $10,500 due week 7

*includes a $500 discount for prepayment

OPTION 2: 12 Month Financing
$12,925*
Payments:
- $1,500 due on acceptance
- Payments begin one month after graduation

*including loan interest (estimated at $425 for a 5%APR)

OPTION 3: 36 Month Financing
$13,920*
Payments:
- $1,500 due on acceptance
- Payments begin one month after graduation

*including loan interest (estimated at $1,420 for a 7%APR)

FINANCIAL SUPPORT FOR MINNESOTA STUDENTS

We're proud to partner with The City of Minneapolis, the Minnesota High Tech Association, the Creating IT Futures Foundation and Jewish Family and Children's Service of Minneapolis to bring Prime to smart Minnesotans who would be otherwise unable to afford the program. The application process screens and verifies eligibility for student aid (your annual individual income must be $23,340 or less). Eligible students may receive grants to cover up to 100% of tuition as well as required computer hardware. Funds are available on a first come, first served basis so apply today.

Refund Policy

An interested student may apply to Prime Digital Academy at no cost. Once accepted, the student must pay the enrollment fee and follow enrollment instructions in order to participate within course instruction.

The Academy reserves the right to refuse admission to students who have been previously enrolled and canceled their enrollment, or to students who were were suspended or expelled.

> **Buyer's Right to Cancel (141.265 Subd. 2 (3))**
> • Each student must be notified of acceptance/rejection in writing. (141.271 Subd. 1a)
> • If a student is rejected, all tuition, fees, and other charges shall be refunded. (141.271 Subd. 1a)
> • Resident schools. (141.271 Subd. 2)
> Notwithstanding anything to the contrary, if a student gives written notice of cancellation within five business days of the execution of the contract (for schools using written contracts) or day on which the student is accepted (for schools not using written contracts),

then a complete refund is given regardless whether the program has started. (141.271 Subd. 2a)

If a student gives written notice of cancellation after five business days of the execution of the contract (for schools using written contracts) or day on which the student is accepted (for schools not using written contracts), but before start of program, student is assessed 15 percent of tuition, fees, and other charges (15 percent not to exceed $50). (141.271 Subd. 2b)

If a student gives written notice of cancellation after the start of the program but before completion of 75 percent of the period of instruction, student is assessed pro rata portion based on the number of days in term as a portion of the tuition, fees, and all other charges plus 25 percent of the total program (25 percent not to exceed $100). (141.271 Subd. 4)

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Mark Hurlburt, President

Prime Digital Academy is licensed as a private career school with the Minnesota Office of Higher Education pursuant to Minnesota Statutes, sections 141.21 to 141.32. Licensure is not an endorsement of the institution. Credits earned may not transfer to all other institutions.

Office of Higher Education
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