THE TECH ACADEMY®

# SCHOOL CATALOG

Learn coding. Get hired. It's that simple. ©

Version 2
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# INDEX



 

## The Mission Statement of The Tech Academy

TO GRADUATE JUNIOR DEVELOPERS THAT EXCEL IN THE BASICS OF COMPUTER PROGRAMMING AND THEREAFTER HAVE SUCCESSFUL CAREERS IN THE I.T. FIELD, AND WHOSE ACTIONS RAISE INDUSTRY STANDARDS AND SURPASS CLIENT EXPECTATIONS.

 

**The Tech Academy:**
**A New Approach to Tech Training**

Like it or not, we are surrounded by technology. It is seemingly unavoidable and ever- pervasive. The cell phones we carry around have evolved to become highly advanced personal computers. Tech jobs have been on the rise for years and it seems that will continue for the foreseeable future. It has been said that even if all colleges operated at maximum capacity, they would fall far short of graduating enough technology workers to meet the demand. To fill the void, code schools and coding "boot camps" were formed.

Computer programming, software development and coding all mean virtually the same thing: writing instructions inside computers to make them do things. Websites, apps, programs, etc., are all made by writing code. A code school is an intensive training school that concentrates heavily on actually writing code. These boot camps usually last 10-20 weeks. They train students in computer programming, usually focusing on 1-2 programming languages.

In 2011, after years of experience in software development and technology, Erik Gross (Co-Founder of The Tech Academy) needed junior level programmers to assist him in his development pursuits. Erik is a veteran of the US Navy, where he operated nuclear reactors and taught classes in computer science, physics, electronics, digital circuits, advanced mathematics and more.

In recent years, he noticed a severe lack of available tech talent. To immediately address this, Erik began training people on the side to assist him in his software development efforts. He named this training activity "Prosper I.T. Academy". This continued on for a couple years and toward the end of 2013, he approached his longtime friend, Jack Stanley with a job offer.

"I was running a different company; I already had a great job that I enjoyed and Erik approached me with a proposal," Jack explains. "He told me what he envisioned doing with the school and I saw a lot of potential. Not just from a business perspective – I saw that we could really help change people's lives for the better. He was taking people who previously had been making minimum wage and struggling, he was training them up and they were getting jobs for $20-$30 an hour as developers. I saw the positive impact that helping people break into the I.T. industry had in the lives of others. So, I came aboard as Erik's business partner. We decided to take this 'side activity' and create one of the best code schools on the planet."

 

Erik and Jack rebranded the school The Tech Academy in the beginning of 2014. They now have a curriculum that consists of 12 self-paced courses that train students in the basics of computer science, key programming concepts, web development and software development. All students take part in a real-world live project that can be added to their resume and portfolio.

"We decided to have a training model that is self-paced," says Erik. "This allows students to move quickly through materials they understand well, but take their time on new or difficult concepts. We have several Instructors around to help students whenever necessary. There is a heavy focus on application – using the data. At the end of the day, we are concerned with: employed graduates that exceed employer expectations. All of our graduates have gotten jobs and several employers have come back to us after hiring one of our grads and asked for more. We have even had unemployed college graduates take our program and then get hired."

Students, depending on their past experience and exposure to I.T., are completing the program in 10-20 weeks. Further Erik states, "We offer open enrollment, which means students can start anytime. We don't like turning people away. We are open 9:30 a.m. to 9:00 p.m. Monday through Friday and we are open Saturdays and Sunday 9:00 a.m. to 5:00 p.m.This means we are able to offer flexible schedules. While most students do 40 hours a week, Monday-Friday, we have some people working full-time jobs and taking our program. Additionally, we recently made our program completely available online. We wanted students to have the opportunity to take our Software Developer Boot Camp remotely."

 

## PROGRAM OUTLINE

School Name: The Tech Academy

Program Title: Software Developer Boot Camp

The Tech Academy's 12-week Software Developer Boot Camp is one of the most embracive and thorough programs of any code school. The program is:

• Self-paced – students move at their own speed.
•Proficiency-based training – Instructors available at all times to assist students through the program.
•11 self-paced courses that train students on a smooth gradient that begin with the basics and continue on step by step. We train our students to become well-rounded, entry level software developers that exceed employer expectations. This program includes:

1. Computer Basics Course
2. Overview of Software Development Course
3. Version Control Course
4. HTML and CSS Course
5. Database and SQL Course
6. JavaScript Course
7. Project Management Course
8.Live Project

**Course Title: Computer Basics Course – 1**

Outcomes: This course was created to ensure you understand all basic computer terms. This course can be done by anyone, from people who have no experience in computers to computer experts. This provides one with a basic computer vocabulary so studying more advanced computer information is possible. For those doing this course who are already experienced software developers, there are still several things that can be gotten out of doing the Computer Basics Course:

-You will be better at relaying advanced computer terminology and concepts in a fashion that anyone can understand.

 

-This course can fill in gaps in your knowledge and correct any inaccuracies in your education.
-Studying important data more than once helps cement it in one's mind.

Core Abilities: This course is the missing link in effective training in the software field. You will gain a comprehensive, solid understanding of nearly every major element of the technology industry, including:
-Clear definitions for every major technology term
-Algorithm theory and design
-Basic machine architecture
-Central Processing Unit operation
-Memory operation
-Fundamentals of creating a computer program
-Computer network principles
-Internet design and operation
-Web browser operation
-Social Media fundamentals
-Basic security Concepts
And more...

Course Competencies:
Utilize computer science fundamentals as a software developer.

**Course Title: Overview of Software Development Course – 2**

Outcomes: To teach a student what to expect as a software developer in the real world. This course covers information that applies to learning any programming language and is meant to orient students to software development.
Core Abilities: Here you will learn the basic elements that are fundamental to any computer program, leading to greater comprehension of every computer programming language you will learn in the future. You will have a comprehensive understanding of the basic actions of a Software Developer, including:

-Object-Oriented Programming basics
-Web Application basics
-Database basics
-What a Software Developer actually does
-What other skills a Software Developer needs
-How programs are made in this profession

 

-The attitude necessary to be successful
-How to think like a Computer Programmer
-Number systems
-Data structures
-What Flowcharting is and how it helps you to develop
-Registry basics
-Command line basics
And more…

Course Competencies:
-Think like a software developer.

**Course Title: Version Control Course – 3**

Outcomes: To rapidly teach a student what Version Control is so they have an idea of how to use it as a Software Developer.

Core Abilities: Keeping track of the various stages of a software program as it is created is vital, if only so that if you find that you're taking the wrong approach to a programming task, you will want a way to get rid of the changes you made and go back to before you tried that approach. Version control allows this as well as other valuable actions related to managing the sometimes lengthy and complex process of making software. You will learn the various approaches to version control, and use it on your own projects. You'll learn:

-What source control and version control are
-Why you must be able to use them
-How two or hundreds of people can work on the same project at the same time
-Using version control with the Visual Studio IDE
-Version control through Team Foundation Server and Git
And more...

Course Competencies:
Utilize version control, Git and GitHub as a software developer.

**Course Title: HTML and CSS Course – 4**

Outcomes: To rapidly teach a student all of the basics of HTML5 and CSS3 so they can use these skills in designing basic websites.

 

Core Abilities: This course covers the latest versions of HTML (Hyper Text Markup Language) and CSS (Cascading Style Sheets). All websites are made using HTML. CSS is a tool to manage many elements of the pages made with HTML. You will have a comprehensive understanding of HTML5 & CSS3, including:

-Making an HTML5 website
-Customizing it with CSS3
-Making creative and complex effects
-All the basic fundamentals of HTML5
-All the basic fundamentals of CSS3
And more…

Course Competencies:
-Code functional websites utilizing HTML.
-Upgrade HTML sites through CSS.

**Course Title: JavaScript Course – 5**

Outcomes: The courses of The Tech Academy are all designed on an increasing gradient of difficulty. One step should be completed prior to going on to the next step.

Core Abilities: JavaScript is a versatile, popular programming language that is often used to add interactive elements to web pages. It is very much in demand. You will learn the fundamental elements of the JavaScript language, including:

-History and background of JavaScript
-Fundamental elements of JavaScript and how to create programs using the language
-Modifying your web pages using JavaScript
-Using JavaScript in combination with HTML5 and CSS3 to create dynamic web pages
And more…

Course Competencies:
-Create dynamic websites with JavaScript.

**Course Title: Database and SQL Course – 6**

Outcomes: The courses of The Tech Academy are all designed on an increasing gradient of difficulty. One step should be completed prior to going on to the next step.

 

Start at the top of this course and move down, completing one step at a time in sequence.

Core Abilities: A database is an organized collection of data; it can take many forms. A relational database is a database where different types of data are separated from each other, and where the relationships between those types of data are tracked. A RDBMS is a Relational Database Management System; it's a special software program that facilitates the management of one or more relational databases, allowing you to add, read, change and delete data from the database. There exists a specialized programming language used in database operations, called Structured Query Language (SQL). You will learn the principles behind all of these tools, including:

-Why databases are so important to development
-Database fundamentals-CRUD (Create, Read, Update, Delete) operations
-How a RDBMS works
-How databases are used in Web Applications
-How to create your own database
-What the Windows Registry is and how to use it
-What SQL is and how to use it to create and use databases and the data in them And more…

Course Competencies: Develop and utilize databases with SQL.

**Course Title: Project Management Course – 7**

Outcomes: To teach a student the basics of operating in an Agile work environment and to familiarize a student with Scrum.

Core Abilities: The process of building complex software is challenging and involves the use of special tools and project management procedures in order to achieve a satisfactory outcome. On this course, you will learn the popular project management technologies used in the software development world, including Agile and Scrum. You'll cover:

-Project management basics
-Traditional project management
-Agile project management principles
-Scrum fundamentals
-How to operate as part of a development team

 

And more…

Course Competencies:
Run projects and manage projects utilizing Agile methodology.

**Course Title: Live Project – 8**

Outcomes: The purpose of the Live Project is to involve the student in a simulated work environment which results in a product(s) they can list on their resume. Whether done locally or remotely, the student should create something that can be included on their resume as experience.

Core Abilities: Every student is given the opportunity to partake in an exercise which involves a real world software development project. Our live projects allow a student to put the programming skills they learn to use on practical assignments that mirror actual software development projects one could run across on a real contract. This will be an element of your resume.

Course Competencies:
-Code real-world web sites, web applications and/or software development projects.

## Answers to Common Questions:

What is a coding boot camp?

A programming boot camp, also commonly called a “developer boot camp” or “coding boot camp”, is an intensive training program in software development. A code school is an entity that delivers a software developer boot camp.

Jack Stanley and Erik Gross, the Co-Founders of The Tech Academy actually wrote an article that covers this subject. The article can be found here: http://blog.learncodinganywhere.com/post/what-is-a-code-school

For additional information, please check out another article written by Mr. Stanley and Mr. Gross, entitled "What is a Code School?", found here: http://blog.learncodinganywhere.com/post/what-is-a-code-school

How long has The Tech Academy been around?

 

The short answer: since 2012.

Erik (Co-Founder of The Tech Academy) has been training developers for over ten years. In 2012, he decided to launch his own programming boot camp under the name "Prosper I.T. Academy". The program has been running since then.

At the end of 2013, Erik brought on Jack Stanley. They spent months on curriculum development and in early 2014, re-branded as The Tech Academy because based on surveys done, The Tech Academy was a better name.

What is your curriculum based on?

The curriculum was created by several people, but was mainly developed by the founder (Mr. Erik Gross) and co-founder of The Tech Academy (Mr. Jack Stanley).

The curriculum has been reviewed and signed off on by multiple individuals with degrees in Computer Science and covers all basic information necessary to create a competent junior developer. Those who have assisted in our curriculum development total to over 100 combined years of experience in IT.

Do you offer paired programming?

Our program is a balance of theory and practical experience. Throughout the Boot Camp,you will be assigned paired coding projects occasionally. So the answer is: yes, sometimes you will be paired and sometimes you will work solo - just like the real world.

## **Tech Academy Staff**

Jack Stanley, Co-Founder
Erik Gross, Co-Founder
Brett Caudle, CEO
Diane Caudle, CEO's Assistant
Hannah Patterson, Deputy CEO
Jesse Johnson, President
Patrick McCrea, HR and Student Registration Exec
Lindsey Young, Marketing Manager

 

Danny Condon, Outreach and Job Placement Exec
Derek Meyer, Student Registration Director
Emily Hayes, Accounting Manager
Kendra Iraheta, Student Care Director
Adam Smith, Lead Instructor
Rick Ramsey, Instructor
Lyci George, Instructor
Kalen Morey, Instructor
Aja Brofferio, Instructor
Daniel Christie, Curriculum Development
Cliff Cannon, Live Project In-Charge
Aaron Frichtl, Outreach Manager
Michael Allen, Outreach Specialist

## STUDENT APPLICATION POLICY

The following is company policy on how The Tech Academy handles all student applicants and is considered our admissions policy:

- The student is surveyed to find out their background in technology,
- The student watches The Tech Academy's Student Enrollment video,
- The student has communication with an employee of The Tech Academy to get any questions answered,
- If the student decides to enroll, the student takes entry testing. The student must score a minimum of 110 on the IQ test,
- If the student is not accepted, he is informed and offered to re-take the testing,
- If the student is accepted, they read all enrollment materials, fill out enrollment paperwork and pay tuition,
- The student is then completed on the Student Applicant Checklist (a list of actions to set up a student for study; it contains such steps as: provide student with a laptop, get them access to the courses, fully orient the student, etc.).
- Students must be 18 years of age prior to enrolling into the school.

## ACADEMY GUIDELINES

Students are expected to abide by the conduct regulations laid out in this and other school policies. The following guidelines apply to Instructors, students and staff of The Tech

 

Academy:

- Course rooms are run by Instructors. Instructors are there to help the student through the curriculum. Instructors are not always experienced software developers – some are, some aren't – but are trained in assisting students to understand what they're studying. Our Instructors are chosen based on their skill level in educating others. We strive to hire Instructors who are kind, patient and have a passion to help people. Instructors are usually graduates of our Software Developer Boot Camp or at least close to finishing it (this ensures they are familiar with all the content of our program and our instruction methods).

- The curriculum is run as a series of courses. Courses are step-by-step assignments done by the student, in sequence, to train the student in an exact area. Each student moves at their own pace through these courses. These courses are contained in our Learning Management System (LMS) and are accessible online from anywhere in the world.

- Beverages and snacks can be consumed in the course room but meals are not to be. Meals are to be eaten outside the school or in our lunchroom. Students should be aware of food and beverage odors and not consume things in the course room which could be a distraction to other students.

- Students are not to talk on their cell phones in the course room. If they must speak on the phone, they are to step out. Cell phones should be kept on silent so as to not distract other students.

- Students who have questions on their studies are to ask their Instructor. Students shouldn't ask other students questions about their course. If a student needs to speak with another student about issues with their course, they should inform the Instructor first. Students can help one another and can answer each other's questions if they coordinate through their Instructor. The purpose of this is to ensure students aren't randomly interrupted on their studies and to prevent the inadvertent spread of incorrect information.

- Students who are partnered up by an Instructor for a particular assignment or exercise may talk with one another without going through the Instructor for the duration of the time they are working together on the assignment.

- Students should attempt to not interrupt fellow students with noises or other distractions.

- Students should not walk up to one of Co-Founders (or other Tech Academy staff) with questions. Students with questions should ask their Instructor. If the student feels they must meet with a Co-Founder (or another Tech Academy employee), the student sets this up through their Instructor. Meaning, the Instructor would be the one to coordinate the student meeting with the Co-Founder (or another Tech Academy employee). The purpose of this is twofold: 1. To ensure the students have minimum downtime and are serviced rapidly, and 2. To prevent interrupting staff who are otherwise occupied.

 

- Instructors are not required to physically be in the course room at all times, but should be present the majority of the time. Instructors are authorized to use their cell phones on silent in the course room, but if they need to take a call, they should step away.

- Students are expected to keep their space neat and to clean up their work area before leaving each day.

- If a student notices anything wrong (such as broken equipment, issues with another student that should be known by The Tech Academy, etc.), they are encouraged to make this known to their Instructor. The Instructor should ensure proper action is taken to address whatever the issue is.

- Each day the student is to be given a target. A target specifies "how far the student is expected to get on the curriculum that day". Additionally, the student should be targeted out for each course ("targeted out" means: "given a date for when the student is expected to complete that course").

- Students are asked to send in reports daily to their instructor (Daily Reports - DRs). The purpose of this is to ensure the students are being cared for and that any issues needing addressed are handled rapidly. While these DRs are optional, it is highly recommended so that we can ensure student concerns are quickly addressed.

- Once a week, each student should be individually surveyed. This is called a Weekly Student Interview. These interviews are to be done in the LMS, in person, by email or over the phone.

- If the student is dissatisfied for any reason, they are encouraged to immediately make their concerns known to an Instructor. Students can also convey upsets in Daily Reports and Weekly Student Interviews.

- Students are to maintain contact with the school throughout the program and answer communication received from Academy staff. It is expected that the students would be answering the communications from the school within 24 hours and would be in contact daily when they were scheduled to study.

- Students are expected to send in some sort of communication to the instructors each day they are scheduled to study. This means, even if they did not study or did not do a daily report, they would at least email or call in to the instructor with some sort of message and update for that day.

- Students out of touch with the school for 14 consecutive days (no communication) will be expelled from the program. Students so expelled can re-apply but must re-do all Student Orientation steps (i.e. restudy policies and re-watch videos). Whether or not the student will be charged further tuition as well, is at the discretion of The Tech Academy executives. The Tech Academy also reserves the right to disapprove re-enrollment of any student.

 

- The Student Regulations Director exists to help students who are having difficulty abiding by school policies. The Student Regulations Director contacts students who are out of touch with the school, failing to follow their schedule, violating company policy, etc.

## ACADEMY SCHEDULE

The Tech Academy is open 9:00 a.m. - 5:00 p.m. Mondays-Fridays. Student may study at home in addition to normal study hours. Students are encouraged to study a minimum of 40 hours a week.

Students are entitled to breaks whenever they wish. Phone calls are to be done outside of the course room and cell phones are to be kept on vibrate or silent while in the course room. The boot camp time (12 weeks) is based upon the average study speed of students who studied 40 hours a week.

Instructors should keep a record of each student's schedule. Students should attempt to maintain their study schedule. If you are unable to maintain your schedule or will be late or absent, please contact your Instructor with as much notice as possible. Instructors will call any late or absent student(s) that don't report in so as to gather information.

Students should stay in regular touch with their Instructors (i.e. at least daily when they are scheduled to study). Students should answer any communication (voicemails, calls and emails) from their instructors within 24-hours, throughout their time on the program.

## LEAVE OF ABSENCE

Students may request a Leave of Absence (LOA) for whatever reason. It is asked that they inform Instructors with acceptable advance notice. The LOA request should ideally be in writing and include a start date and a return date.

When students are out of touch for several days in a row and do not send in a message or respond to instructor attempts to reach them, they will be reported to the Regulations Officer of the school and will automatically be placed on LOA. This is considered an "unauthorized LOA." Students on unauthorized LOAs should get in contact at their soonest available convenience, and the time off may or may not count on their total course time at the school's discretion.

Students who are out of touch with the school and not returning communication for 14 consecutive days (not on an approved LOA) will be expelled from the program.

Instructors, the Regulations Officer and other school staff reach out to students who are out of touch with the school or failing to follow their schedule. The purpose of this is to resolve the reasons behind a student's lack of attendance and get them back studying.

 

## STUDENT QUESTIONS

This chart is meant to show students the sequence of escalating needed assistance. When you need help, please follow this chart (starting at the bottom):

Co-Founders (Erik Gross or Jack Stanley)
↑
Executives (Brett Caudle, Jesse Johnson and others)
↑
Instructors (Aja Brofferio, Kalen Morey and others)

Students are encouraged to obtain help from Instructors first because: a. Instructors are trained to handle student questions, and b. handling student questions and concerns is the Instructor's job.

We also encourage students to help each other through coding difficulties that come up throughout training. There are several reasons why this is useful:
-On the job you will find yourself assisting other developers,
-When employed you will collaborate with others and get help from people with more experience, and
-Working with other students is a great opportunity for paired programming.

Important note: Instructors will encourage students to attempt to handle difficulties they run into on their own, if at all possible. Meaning, Instructors will ensure that students exhaust all resources prior to helping them through a barrier. The reason for this is simple but important: The Tech Academy exists to teach you how to solve problems and learn new things. If students are spoon-fed data and Instructors solve every problem for them, we don't turn out competent developers. On the job, one will run into issues and difficulties that require strong problem-solving abilities. Students should definitely get help from Instructors when needed, but it should be after the student has attempted to handle the issue themselves.

The point here is: students should first attempt to figure out bugs themselves and then, failing that, get Instructor assistance. One should not "hit a wall" and then immediately contact an Instructor; one should first try to overcome the barrier on their own.

If you need to see an executive employee (the CEO or one of the Founders), please inform an Instructor; they can help arrange that. Instructors will attempt to handle student issues among themselves to prevent the need to escalate. When necessary, student issues may be addressed by the CEO or a Founder(s). The CEO and/or Founder(s) may step in at any time to assist handling difficulties.

In addition to making your concerns known as they come up, please convey any outstanding issues in your Daily Reports and/or Weekly Student Interviews. If students don't

 

communicate their upsets, we can't address those upsets. We strive to handle things as smoothly and as rapidly as possible.

It is important that students stay in touch with the school and its employees throughout their training.

## DISCIPLINARY AND STUDENT CONDUCT POLICY

The Student Regulations Officer exists to help students who have difficulty staying in touch with the school or with maintaining their agreed-upon schedule. The Student Regulations Officer also handles students who are not complying with the policies of The Tech Academy or who are found to be excessively uncooperative. The Student Regulations Officer may talk with a non-compliant student to see what can be worked out so there are no longer any issues. Issues are meant to be resolved with calm conversation. Instructors may send any student to see the Student Regulations Officer for any reason they choose.

The usual action taken for students found to be out of touch with the school or violating their study schedule or not studying the minimum 20 hours each week will be contacted by an Instructor. Where this behavior becomes repeated or consistent, a report will be written and the student will be contacted by the Student Regulations Officer.

Students who are found to be abusing illegal substances, engaged in illegal activities (including, but not limited to, stealing from the Academy) may be expelled. Instructors can recommend any student be expelled. The Regulations Officer and Executives of the school can expel students.

Some of the actions that can result in disciplinary actions are:

- Continued failure to stay in contact with the school from enrollment through to graduation,
- Violation of this or any other student policies,
- Rude and offensive conduct toward employees and/or other students,
- Refusal to cooperate with Tech Academy employees on expected conduct and actions,
- Attending the school intoxicated or under the influence of illegal substances,
- Any violation of law (theft, assault, etc.).

The typical sequence of escalated discipline is as follows:

1. Communication with the student regarding the violation,
2. Having the student re-study applicable company policy/policies,
3. Written citation (up to three),
4. Meeting with Regulations Officer (up to two),
5. Expulsion.

Severe violations may result in immediate expulsion.

 

Disciplinary action usually will result in an agreed-upon handling between the student and the involved Tech Academy employee. School staff are to document student violations and any handlings done and place said documentation in the appropriate Student Folder.

### STUDENT CONFLICT RESOLUTION

In the case of conflicts between students, it is expected that students peacefully resolve the issues amongst themselves through communication. Conflict resolution is not to violate school policies.

If conflicts are not resolved through student communication, the student is encouraged to make any issues known in a Daily Report or Weekly Student Interview. Issues of this nature will then be addressed with communication between affected students with a Tech Academy employee present. These meetings are to be documented and filed in the folder of each student involved.

These meetings will typically result in an agreed-upon resolution handling. In cases of conflict resolution wherein a student is found to be excessively unkind to another or others, disciplinary action may be taken in accordance with this policy. Conflict resolution is overseen by the Quality Control Division.

## Testing

Student applicants take IQ and personality testing for entry.

Some courses have Tests on them that verify the student's knowledge and ability to apply information studied. Instructors grade the tests and inform the student of any errors. Tests are either passed (100% correct) or failed (anything less than 100%). The student is corrected by re-studying erred data or through communication with an Instructor. Students that fail a course or test are allowed to correct their answers, thereby reaching a "pass".

## ENROLLMENT AGREEMENT

 

The Tech Academy
310 SW 4th Ave Suite 412
Portland, OR 97204
(503)206-6915
info@learncodinganywhere.com
www.learncodinganywhere.com

Student's Name: _____

Address: _____

Phone number: _____

Student's estimated start date is: _____

Emergency Contact (name/#): _____

Date of birth: _____

## GENERAL INFORMATION

This Enrollment Agreement is to be read, filled out and signed by the student prior to starting their educational program at The Tech Academy. This is a formalized agreement and legally-binding document relating to the student's attendance at The Tech Academy.

The Tech Academy does not discriminate against applicants on the basis of sex, age, race, color, ethnic origins, or sexual orientation. The Tech Academy agrees to provide the student with the full "Software Developer Boot Camp" training program, which includes:

- Computer Basics Course
- Overview of Software Development Course
- Version Control Course
- HTML and CSS Course
- JavaScript Course
- Database & SQL course
- Project Management Basics Course
- Live Project

The student agrees to enroll in The Tech Academy, purchase its full Software Developer Boot Camp program, pay the applicable tuition for the program and complete the program curriculum as listed above, unless otherwise arranged in writing with an authorized The Tech Academy employee. The student is free to cease attending at any point (see "Refunds" section below). The student may choose not to do some of the above courses but this does not affect the tuition payment, refund policies or anything else contained herein.

 

## ACADEMY POLICIES

The student agrees to abide by the policies of The Tech Academy, including but not limited to: the Academy Guidelines Issue, the Student Questions issue and the Academy Schedule issue. The student acknowledges having viewed the Student Enrollment Video and the Student Orientation video and agrees to its contents. The student has read and understood The Tech Academy's catalog in full and agrees to abide by its contents. The student also agrees to follow future company policies; including changes to existing policies and newly issued policies.

## COMPLETE AGREEMENT

The student acknowledges and agrees that this Enrollment Agreement contains all the terms and conditions of the student's enrollment in The Tech Academy, and that no promises, agreements or statements (verbal or otherwise) have been made by any employee of The Tech Academy contrary to the provisions of this Enrollment Agreement. Further, the student acknowledges that this Enrollment Agreement supersedes any of The Tech Academy's promotional and marketing materials (including written text, videos and all other media). The guarantees made by The Tech Academy are limited to those contained in this Enrollment Agreement. Any modification or amendment of this Enrollment Agreement must be in writing signed by the student and an authorized The Tech Academy employee.

Additionally, The Tech Academy in no way guarantees graduating the student. The student is graduated according to The Tech Academy's discretion. The student is not required to have completed the entire program to be considered a graduate of The Tech Academy. The student also will not necessarily be considered a graduate upon completing the full program. The Tech Academy has full authority as to when and if the student is a graduate.

The student agrees to return any materials (laptop, books, etc.) loaned by The Tech Academy upon graduating.

## COMPENSATION AND COPYRIGHTS

Some of The Tech Academy students may help with consulting projects (contracts with clients, live projects, etc.). When students are involved in development projects, their involvement is considered part of their training. Students are not compensated financially for their contribution to these projects. Students assisting on paid projects will not receive any compensation, discounts, refunds, etc. for partaking in said projects. If the student gives advice, provides feedback or in any way influences the curriculum of The Tech Academy while attending, the student will receive no compensation. The student acknowledges and agrees that regardless of any assistance provided, the curriculum, materials, etc. of The Tech Academy belong solely to The Tech Academy, The Tech Academy owns all copyrights to any work the

 

student contributes to said projects, curriculum, materials, etc., and the student hereby assigns to The Tech Academy all intellectual property rights, including copyrights, in any such work. Thereby, any software, programs, applications and code that the student provides the school during their training is considered the property of the school and the student is entitled no past, present or future compensation for their work.

## REFUNDS

All refund questions should be directed to Concordia University.

## LEGAL

The student agrees to take up any disagreements, upsets or alleged errors on the part of The Tech Academy or any Tech Academy employee with The Tech Academy. In consideration for The Tech Academy's agreement to enroll the student in the Software Developer Boot Camp program, the student hereby waives, releases, and discharges Prosper IT Consulting Inc., The Tech Academy and their respective owners, officers, employees, agents, affiliates, and related entities (Released Parties) from any and all claims and causes of action that may arise out of or relate to, either directly or indirectly, the program, The Tech Academy's services, or the student's dealings with any Released Party, whether caused by negligence or otherwise (Released Matters). The student agrees not to sue any Released Party for any claim arising out of or relating to any Released Matter, or solicit others to institute any legal action or proceeding against a Released Party.

The student shall indemnify and hold the Released Parties harmless from and against any losses, liabilities, costs, expenses, and attorney fees a Released Party may incur as a result of any claim by or on behalf of the student arising out of or relating to any Released Matter. This Enrollment Agreement shall be governed by and construed according to Oregon law, without regard to any applicable principles of conflicts of law. The parties consent and submit to the jurisdiction of the state of Oregon, and agree that the sole venue of any action or proceeding arising out of or relating to this Enrollment Agreement shall be in Multnomah County, Oregon. The student agrees to reimburse The Tech Academy for any loss, damage or destruction of The Tech Academy's materials or supplies caused by the student. The details of The Tech Academy's curriculum are trade secrets. The student agrees not to disclose any of The Tech Academy's trade secrets or copyrighted materials to any third party.

The Tech Academy has the right to terminate this Enrollment Agreement and expel the student without prior notice. The reasons for such an immediate expulsion are covered in the "DISCIPLINARY POLICY" and students can be expelled for violation of this enrollment agreement and violations of the Student Enrollment Video, Student Orientation Video, Academy Guidelines issue, Academy Schedule issue and Student Questions issue and any other school policy. Students can also be expelled for illegal activities. Refunds for expelled students will be paid in accordance with the aforementioned refund policy.

 

## NOTICE

The original of this enrollment agreement will be kept on file by the school and the student may have a copy.

## TRAINING METHODS AND PRACTICES

The student acknowledges that they understand the training methods of The Tech Academy. Specifically, that the program is self-paced, that each course consists of a checklist of items to study in sequence, that an instructor exists to answer questions and that the student may or may not receive direct instruction from principals of the Academy (e.g. the President, the CEO, etc.)

## PROMOTION

The student agrees to allow successes they write to be used in The Tech Academy's publications and promotional materials. Student essays from courses, student emails that convey gains, and other written materials by the student may be edited and used by The Tech Academy in postings, publications, advertisements, etc.

## PURPOSE

The purpose of The Tech Academy is to train Junior Developers who know their basics cold. We have trained staff here who all share the purpose of assisting the student to learn computer programming to the best of their ability. We are here to help the student know this trade and give them the skills necessary to making it in the Information Technology industry.

## OREGON HIGHER EDUCATION COORDINATING COMMISSION

Students who have questions regarding the enrollment agreement may contact the school first and then the Oregon Department of Education, Private Career Schools Unit, Salem, Oregon. 775 Court St, NE Salem, OR 97301.

## STUDENT ATTEST

By signing below, the student attests to having read and understood this Enrollment Agreement in full and agrees to its terms. The student is signing this of their own free will and without any duress. The student's signature indicates they recognize their legal responsibilities in this agreement:

_____ _____

Student printed name Date

 

_____

Student signature

_____ _____

Employee printed name and title Date

_____

Employee signature

 

## SIGNED AGREEMENT

I recognize that the Enrollment Agreement that I signed with The Tech Academy is legally-binding on both the school and myself. The school will keep a copy of this signed agreement on file and I may keep the original.

Student:

Printed name: _____ Date:_____

Signature: _____

The Tech Academy employee:

Printed name: _____ Date: _____

Signature: _____

## Additional Information

-Students are to watch the following videos that thoroughly explain The Tech Academy's curriculum, methodologies and policies:

a. https://www.youtube.com/watch?v=goznrmb5gls and
b. https://www.youtube.com/watch?v=TZEVgjtcZs0 -The Tech Academy does not accept transfers.

-The student policies of The Tech Academy are "Academy Schedule", "Student Questions", "Academy Guidelines", "Student Application Policy," "Disciplinary Policy" and "Students Completing the Program". Students enrolling in the program agree to follow these policies.

-The Tech Academy notifies students as to acceptance within one week of receiving test answers.

 

-Upon enrolling, students are provided with necessary materials (laptops, books, etc.) by The Tech Academy. After completing the program the student returns any provided supplies (laptop, books, etc.) to The Tech Academy.

-Students are granted the right of authorized Leave of Absences and this time does not count on their total time spent on the program. Students that take Leave of Absences without communication with the school will have the time counted on the total time spent on the program.

-The grading system The Tech Academy uses is “PASS” or “FAIL”. Fails are handled through correction with an Instructor to remedy it to a pass. All courses must be passed to count as a completion.

-To graduate the student must complete the entire curriculum.

-There is no probation for students of The Tech Academy.

-There are no suspensions for students at The Tech Academy.

-If students withdraw from the program, they must reapply anew.

-Student Files are kept for all students. The student may access their file by contacting the Student Registration Director and requesting access. A time is then scheduled to view the folder. A Tech Academy employee will be present to ensure required data isn’t taken from the folder.

-The policy regarding the release of information about an individual student is covered in the “Family Educational Rights and Privacy Act” (FEPRA – 20 U.S.C. 1232G; CFR Part 99).

## Higher Education Coordinating Commission

The Tech Academy is governed and licensed by the Higher Education Committee.

The Higher Education Coordinating Commission, Private Career Schools is located at 775 Court St. NE, Salem, OR 97301

Students aggrieved by action of the school should attempt to resolve these problems with appropriate school officials. Should this procedure fail students may contact: Higher Education Coordinating Commission, Private Career Schools, 775 Court St. NE, Salem, OR 97301.

Any person unlawfully discriminated against, as described in ORS 534.240, may file a complaint under ORS 659A.820 with the Commissioner of the Bureau of Labor and Industries.

 

The school's policies governing employees will be enforced in situations where instructional staff or other school personnel have been found to have engaged in discriminating behavior.

## STUDENT TRANSCRIPT

Date of enrollment:_____ Date of graduation:_____

School info:
The Tech Academy
310 SW 4th Avenue, Suite 412
Portland, OR 97204
(503) 206-6915
info@learncodinganywhere.com

Student info
Student last name
Student first name
Gender
Date of birth
Student address
Student phone number
Student email address

Program completed: Software Developer Boot Camp

| **Computer Basics Course - 1** | **Pass/Fail** | **Database and SQL Course - 6** | **Pass/Fail** |
|---|---|---|---|
| Technology nomenclature | | Database fundamentals | |
| Algorithmic theory and design | | Structured Query Language | |
| Machine architecture | | **JavaScript Course - 7** | **Pass/Fail** |
| Internet and networking | | JavaScript | |
| Computer Science | | jQuery | |
| | | | |
| **Overview of Software Development - 2** | **Pass/Fail** | **C# Course - 8** | **Pass/Fail** |
| Object-oriented programming | Pass/Fail | .NET Framework | |
| Data structures | | C# | |
| Computer science fundamentals | | ASP.NET | |
| Flowcharting | | | |
| Registry basics | | **Project Management Course - 9** | **Pass/Fail** |

 

| | | | |
|---|---|---|---|
| **HTML and CSS Course - 3** | **Pass/Fail** | Agile | |
| Hyper Text Markup Language | | Scrum | |
| Cascading Style Sheet | | Project management | |
| File Transfer Protocol | | | |
| **Visual Studio Course - 4** | **Pass/Fail** | **Live Project - 10** | **Pass/Fail** |
| Visual Studio utilization | | Live project | |
| **Version Control Course - 5** | **Pass/Fail** | | |
| Version Control | | **Job Placement Course - 11** | **Pass/Fail** |
| Team Foundation Server | | Resumes and cover letters | |
| Git and GitHub | | Interview preparation | |

Note: The Tech Academy maintains student records for a period of 25 years.

_____ _____

Signature of school official Date

**The Tech Academy**
**Course Syllabus**

**Course:** Software Developer Boot Camp

**School address:** 310 SW 4th Ave Suite 412
Portland, OR 97204

**School website:** info@learncodinganywhere.com

**Instructors contact data:**
instructor@learncodinganywhere.com

 

(971)901-9635

**School hours:** 9:00 a.m. - 5:00 p.m. Weekdays

**Instructor names and schedules:**

Adam Smith, Mon/Tu/Th/Fri 11-6, Wed 9-4
Aja Brofferio, 9-6 Mon-Fri
Lyci George, 9-5 Mon-Fri
Kalen Morey Mon/Tu 4-9, Fri 3:30-9, Sat/Sun 9-6
Rick Ramsay Sat 9-5

Students may contact Instructors over the phone, email or in-person. Students can utilize email outside of class times to schedule meetings, schedule times to get questions answered, etc.

**Course LMS:** http://www.learncodinganywhere.com/learningmanagementsystem/

**Course prerequisites:** High school completion or GED, minimum age of 18

**Teaching structure and methodology:** The program is self-paced with Instructors available to help. The program is available online through a custom-made Learning Management System. The program takes 12 weeks to complete. Courses are completed in sequence.

**The Tech Academy Mission Statement:** TO GRADUATE JUNIOR DEVELOPERS THAT EXCEL IN THE BASICS OF COMPUTER PROGRAMMING AND THEREAFTER HAVE SUCCESSFUL CAREERS IN THE I.T. FIELD, AND WHOSE ACTIONS RAISE INDUSTRY STANDARDS AND SURPASS CLIENT EXPECTATIONS.

**Software Developer Boot Camp program purpose:** To create a junior developer who can perform the expected functions required in web and software development of an entry-level developer.

**Course composition:** Courses are constituted of video tutorials, essays, articles and practical exercises. Instructors grade essays and check code.

**Standards and competencies gained:** Graduates will be competent in the knowledge and skill required of web developers in creating dynamic websites, including utilization of: HTML, CSS, JavaScript and other technologies.

**Materials and supplies:** All materials and supplies required of the student are completed in the tuition cost and provided by the school. This includes a laptop for school use, required books and software.

**Tests and grading:** The passing standard for courses are: a. Having Instructors review the subject matter and b. Student does any required correction. Students either pass a

 

course (100%) or fail a course (less than 100%). Fails are handled by the student doing any necessary correction as assigned by an Instructor, until a pass is achieved.

**Performance assessment information:** Throughout the Software Developer Boot Camp, the student turns in essays and does practical coding exercises which are reviewed by an Instructor(s). Some courses contain tests on important data covered on the course. The student is corrected on errors in coding, essays and tests by an Instructor(s). Performance is not averaged and one competency does not compensate for another.

**Course expectations:** These are covered in the following: a. Student Enrollment video, b. Student Orientation video, c. Academy Guidelines policy, d. Academy Schedule policy, e. Enrollment Agreement and f. Student Questions policy.

**Course descriptions:**

Course 1
Computer Basics Course
Average completion time: 3-10 days
Description: This course is the missing link in effective training in the software field. You will gain a comprehensive, solid understanding of nearly every major element of the technology industry, including:
-Clear definitions for every major technology term,
-Algorithm theory and design,
-Basic machine architecture,
-Fundamentals of creating a computer program,
-Central Processing Unit operation,
-Memory operation,
-Computer network principles,
-Internet design and operation,
-Web browser operation,
-Social Media fundamentals,
-Basic security concepts,
And more...

Course 2
Overview of Software Development Course
Average completion time: 1-3 days
Description: Here you will learn the basic elements that are fundamental to any computer program, leading to greater comprehension of every computer programming language you will learn in the future. You will have a comprehensive understanding of the basic actions of a Software Developer, including:
-Object-Oriented Programming basics,
-How programs are made in this profession,
-Web application basics,
-The attitude necessary to be successful,

 

-Database and flowcharting basics,
-How to think like a Computer Programmer,
-What a Software Developer actually does,
-Number systems and command line basics,
-Data structures and registry basics,
-What other skills a Software Developer needs,
And more...

Course 3
Version Control Course
Average completion time: 1-3 days
Description: Version control is a combination of specialized software and business processes which allows developers to keep track of various versions of a software program. You will learn the various approaches to version control, and use it on your own projects. This skill is necessary in software development. On this course you'll cover:
-What source control and version control are and why you must be able to use them,
-How two or even hundreds of people can work on the same project at the same time,
-Using version control with the Visual Studio IDE, version control through Team Foundation Server, Git and GitHub,
And more...

Course 4
HTML and CSS Course
Average completion time: 2-5 days
Description: This course covers the latest versions of HTML (Hyper Text Markup Language) and CSS (Cascading Style Sheets). All websites are made using HTML. CSS is a tool to manage the visual appearance and performance of the web pages made with HTML. You will gain a comprehensive understanding of HTML5 & CSS3, including:
-Making an HTML5 website,
-Basic web security,
-Customizing it with CSS3,
-All the basic fundamentals of CSS3,
-Making creative and complex web page effects,
-All the basic fundamentals of HTML5,
-Bootstrap fundamentals,
And more...

Course 5
Basic JavaScript Course
Average completion time: 3-7 days
Description: JavaScript is a versatile, popular programming language that is often used to add interactive elements to web pages. It is very much in demand. You will learn the fundamental elements of the JavaScript language, including:

 

-History and background of JavaScript,
-Fundamental elements of JavaScript and how to create programs using the language,
-Modifying your web pages using JavaScript,
-Using JavaScript in combination with HTML5 and CSS3 to create dynamic web pages,
-jQuery,
And more

Course 6
Database and SQL Course
Average completion time: 2-5 days
Description: A database is an organized collection of data; it can take may forms. A relational database is a database where different types of data are separated from each other, and where the relationships between those types of data are tracked. A RDBMS is a Relational Data Base Management System; it's a special software program that facilitates the management of relational databases, allowing you to create, read, update and delete data in the database. There exists a specialized programming language used in database operations, called Structured Query Language (SQL). You will learn the principles behind all of these tools, including:
-What SQL is and how to use it to create and use databases and the data in them,
-Why databases are so important to development,
-CRUD (Create, Read, Update, Delete) operations,
-Database fundamentals,
-How databases are used in Web Applications,
-How a RDBMS works,
-How to create your own database,
And more…

Course 7
Project Management Basics Course
Average completion time: 1-2 days
Description: The process of building complex software is challenging, and involves the use of special tools and project management procedures in order to achieve a satisfactory outcome. On this course, you will learn the popular project management technologies used in the software development world, including Agile and Scrum. You'll cover:
-Project management basics,
-Traditional project management,
-Agile project management principles,
-Scrum fundamentals,
-How to operate as part of a development team,
And more...

 

Course 8
Live Project
Average completion time: 10 days
Description: Every student is given the opportunity to partake in an exercise which involves a real world software development project. Our live projects allow a student to put the programming skills they learn to use on practical assignments that mirror actual software development projects one could run across on a real contract. Most of our live projects are done with Prosper I.T. Consulting (www.prosperitconsulting.com), a Portland-based software development company. This allows students to be involved in a project that has a real-life client on the other end of it. The live project will be an element of your resume and can be included in your portfolio as a developer.

**TECH ACADEMY STUDENT FILE CHECKLIST**

**STATEMENT OF ACKNOWLEDGEMENT AND CERTIFICATION OF DELIVERY**

Students are to place their initials and date beside each item that they have received. Any item not received must be left blank until that item is in their possession. Upon delivery of the item the student will sign and date an acknowledgement of receipt.

| ITEM | STUDENT RECEIVED DATE | STUDENT INITIAL | SCHOOL RECEIVED DATE | STAFF INITIAL |
|---|---|---|---|---|
| Copy of signed Enrollment Agreement with signature of school official (Original is maintained by the school and placed in student file) | | | | |
| Copy of signed Cancellation Policy (Original is maintained by the school and placed in student file) | | | | |
| Copy of the school's most recent catalog that complies with OAR 581-045-0019 and when | | | | |

 

| | | | | |
|---|---|---|---|---|
| applicable any supplements or correction sheets. | | | | |
| Copy of document signed by the student acknowledging receipt of book, supplies, kits, & other substantial materials required to participate in the instructional program. | | | | |
| attendance Orientation session/day. | | | | |
| separate from the enrollment agreement. | | | | |
| Payment schedule and record of payments received | | | | |
| Copy of all documents related to third party training contracts, e.g. NAFTA, Vocational Rehabilitation, etc | | | | |
| Progress Reports | | | | |
| Copies of any documentation required for admission (i.e. age verification, school transcripts, physical exam, criminal history. If any evaluation/exam is conducted, copy of results must be in file) | | | | |
| Evaluation of transfer credit and competencies | | | | |

**WEEKLY STUDENT INTERVIEW**

Student Name:_____Date:_____

1. Which course are you on? How is it going?

 

2. In your studies, is there anything you need assistance with?

3. Are there any materials or supplies you need that would help with your progress through the program?

4. Do you have any unhandled issues or unresolved problems with The Tech Academy or any of its staff?

5. Regarding your experience here thus far, do you have any complaints?

6. Are there any positive experiences or successes you've had on this program that you would like to share?

7. Is there anything else you would like to make known?

## STANDARDS & COMPETENCIES

School Name: The Tech Academy

Program Name: Software Developer Boot Camp

***Standards and Competencies***

| |
|---|
| Standard 1: Graduates must be competent in the knowledge and skill required of web developers in creating dynamic websites, including utilization of: HTML, CSS, JavaScript and ASP.NET. |
| ● Code functional websites utilizing HTML. |
| ● Upgrade HTML sites through CSS. |
| ● Create dynamic websites with JavaScript. |
| ● Improve websites through utilization of ASP.NET |
| Standard 2: Graduates must be competent in the basics of the programming language C#, and through utilization of skills and knowledge in these languages can create working programs and applications. |

 

| |
|---|
| ● Development of operational programs utilizing the programming language C#. |
| ● Defend websites and programs with security measures. |

**THE TECH ACADEMY**

**Learning Plan**

| |
|---|
| **School: The Tech Academy** |

| | |
|---|---|
| **Program: Software Developer Boot Camp** | **Course: Software Developer Boot Camp** |

| |
|---|
| **Learning Plan: 1** |
| **Overview** |
| The Software Developer Boot Camp trains students in web development and software development for junior level developer positions. |
| **Target Competency** |
| Create functional websites and programs utilizing languages learned on the program. |
| **Linked Core Abilities** |
| Ability to create functional and dynamic websites, utilizing HTML, CSS, JavaScript and ASP.NET. |
| Ability to create robust programs, utilizing SQL and C#. |
| **Performance Standards** You will demonstrate your competence by: |
| Showing operational code to an Instructor for a functional, dynamic website. |
| Showing operational code for a functional program or application written in C#. |
| **Your performance will be successful when:** |
| You have created a functional, dynamic website that has been passed by an Instructor. |
| You have created a functional program or application written in C# that has been passed by an Instructor. |
| **Learning Objectives** |

 

| |
|---|
| Familiarization with HTML, CSS, JavaScript and ASP.NET. |
| Familiarization with HTML, CSS, JavaScript and ASP.NET. |
| **Learning Activities** |
| Study the 12 courses contained in the Software Developer Boot Camp. The courses are made up of reading, watching tutorials, doing coding exercises, writing essays and taking occasional examinations. |
| **Assessment Activities** |
| At the end of the program, an Instructor with run you through a Performance Assessment Plan. This will verify your ability to create websites and programs. |

**THE TECH ACADEMY**

**Performance Assessment Plan**

| |
|---|
| **School: The Tech Academy** |

| | |
|---|---|
| **Program: Software Developer Boot Camp** | **Course: Software Developer Boot Camp** |

| | | | |
|---|---|---|---|
| **Performance Assessment Plan** | **1** | **Learning Plan** | **1** |

| | |
|---|---|
| **Evaluators:** | **Chief Instructor** |

| |
|---|
| **Target Competency** |
| Create functional websites and programs utilizing languages learned on the program. |
| **Linked Core Abilities** |
| Ability to create functional and dynamic websites, utilizing HTML,CSS, JavaScript and ASP.NET. |
| Ability to create robust programs, utilizing SQL and C#. |
| **Directions to the Student** |
| An employee will evaluate your target competency and linked core abilities through |

 

conversation and viewing of your code.

**Directions to the Evaluator**

Evaluate the student's ability to create a dynamic website through review of their code. Then evaluate the student's ability to create a C# program through review of their code.

**Scoring Standard**

Pass or Fail.

**Scoring Guide**

| Criteria | | Pass or Fail |
|---|---|---|
| **1.** | Must show operational code for a functional, dynamic website. | |
| **2.** | Must show operational code for a functional program or application written in C#. | |
| | | |

| | **Grade:** |
|---|---|

| **Student Signature:** | **Date:** |
|---|---|
| **Evaluator Signature:** | **Date:** |

**Comments:**

 